

AGENDA
CITY OF DAYTON, MINNESOTA
12260 So. Diamond Lake Road, Dayton, MN 55327
Tuesday, September 2, 2025
REGULAR MEETING OF THE PARKS COMMISSION: 6:30 P.M.

To Participate in the Meeting, Please see www.cityofdaytonmn.com Calendar for Zoom Invitation.

- 6:30 **CALL TO ORDER**
- 6:30 **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 August 4th, 2025
- 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.*
- 6:40 **COUNCIL UPDATE**
- REGULAR MEETING**
- 7:00 B. Elsie Stephens Park Master Plan, Update and Concepts
- 7:30 C. DNR Landing Design Concepts
- 8:00 D. West Mississippi River Regional Trail, alignment follow up discussion
- NOTICES AND ANNOUNCEMENTS**
- E. Next Park Commission Meeting: Tuesday, October 7th, 2025
- 8:30 **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 AUGUST 4, 2025, PARKS COMMISSION MEETING
CITY OF DAYTON, MINNESOTA

****Audio difficulties until Approval of Agenda****

Call to Order

Chair Knutson called the August 4th meeting of the Dayton Parks Commission to order at 6:31 PM.

Present: David Pikal, Luke Senst, and Keri Lingard

Absent: Brad Cole and Kaia Chambers

City Council Member Present: Scott Salonek

Also in attendance: Public Works Superintendent, Marty Farrell; Community Event Specialist, Elizabeth Decker; City Engineer, Jason Quisberg; Community Development Director, Jon Sevald

Pledge Of Allegiance

Oath of Office

Item B moved from Regular Meeting. Chair Pikal administered the oath of office to Luke Senst, who was sworn in as a new member of the Parks Commission.

****Audio difficulties until Approval of Agenda****

Approval Of Agenda

Pikal asked if there were any changes or additions to the agenda.

Seeing none, the agenda was approved.

Consent Agenda

A. Approval of Park Commission Minutes from June 3rd, 2025

Motion by Lingard, second by Senst, to approve minutes. Motion carried unanimously.

Open Forum

No speakers were present for Open Forum.

Council Update

Salonek provided an update on the preliminary designs for Stephens Park. He reported that MSA had conducted a public survey of residents, and the top five concerns identified were:

- Restrooms
- Water play
- A pavilion over the entertainment area
- Native landscaping and trails
- Playground equipment

Salonek noted that MSA presented three design options, but all had inadequate parking. The maximum design had only 70 stalls, which would be insufficient for events with 300-500 people. Additionally, one design didn't address restrooms (the number one criteria) and another didn't address water play. The City is working to get updated designs before the August 12th meeting and is considering using the upcoming car show as an opportunity to gather more public input.

Farrell updated the Commission on current park improvements. Farrell reported that Area 21 improvements are progressing despite rain delays. The irrigation project is moving along quickly, though there have been delays with getting electricity to some areas. River Hills is the only location still waiting for electricity, which is scheduled to be installed on August 10th.

Regular Meeting

B. Oath of Office

This item was moved and completed after the Pledge of Allegiance.

C. John Knutson Presentation

Pikal presented Knutson with a gift in recognition of his service to the Parks Commission. Knutson expressed his thanks and mentioned that once his children are more independent, he would likely return to serve again.

Farrell asked Knutson about the status of the tree initiative they had been working on. Knutson confirmed that the main requirements were completed but noted that a yearly celebration of some sort would need to be implemented, which could be as simple as a party in the park with a band. Knutson committed to continuing to work on this initiative and staying in contact regarding next steps.

D. West Mississippi Regional Trail Alignment Discussion

Farrell introduced the discussion about the West Mississippi Regional Trail alignment. Farrell explained that the purpose was to get direction from the city's perspective rather than just from Three Rivers Park District. The staff had created maps showing property owned by Three Rivers Park District, steep slopes, and minimal slopes to help determine a possible alignment.

Farrell emphasized that this material was not provided by Three Rivers Park District but was generated by City staff to develop an alignment that makes sense for Dayton. The goal is to get Commission input, then take it to the Council, and finally present it to Three Rivers Park District for a meaningful dialogue.

Quisberg explained the map's color coding:

- Unshaded areas represented gentler slopes that would be easier for trail construction
- Yellow indicated steeper areas that might require small retaining walls
- Red indicated very steep slopes requiring significant engineering (retaining walls, pedestrian bridges, culverts)
- The red areas essentially represented the bluff around the Mississippi River, which would be very difficult or impractical to navigate
- A dashed line showed the floodplain delineation

The Commission discussed various alignment options, with several members noting concerns about houses that are close to the road and how the trail might impact private property. The group considered options for keeping the trail along the road in certain areas and moving it closer to the river where possible, particularly where Three Rivers Park District already owns property.

After examining the maps, the Commission developed a consensus recommendation to:

- Keep the trail along the roadway in areas where there are homes close to the road
- Route the trail through Three Rivers Park District property where available

- Include potential resting/viewing areas at select locations
- Consider future land acquisitions but not force any sales from current homeowners

Salonek suggested trying to get the whole trail built by 2029 if possible, potentially with a 70/30 cost-sharing arrangement.

E. Area 21 Playground Equipment

Farrell explained that after the Commission previously selected a playground supplier (Game Time), the Council asked to look at an alternative supplier called Pro Playgrounds, which offered significantly lower prices.

Farrell investigated the alternative company and reported several concerns:

- They haven't built any playgrounds for Minnesota cities
- Of four references provided, only one responded
- The reference who responded indicated installation issues, describing it as "somewhat sketchy"
- Lead time for equipment was 10-14 weeks
- Installation would likely be delayed until spring due to their schedule being booked through October

Farrell also noted that the grant funding for the playground (\$100,000) must be used by May 2026, and if they don't use the full amount, they would lose the remaining funds. Farrell asked for the Commission's guidance on how to proceed.

Commission members discussed the options, all expressing support for staying with Game Time despite the higher cost. They cited the company's proven track record with Dayton, ability to complete the project this year, and concerns about risking the grant funding if delays occurred with the new vendor.

The consensus recommendation was to proceed with Game Time as originally planned.

Notices And Announcements

F. Next Parks Commission Meeting: Tuesday, September 2, 2025

The next Park Commission meeting will be held on Tuesday, September 2, 2025.

Adjournment

Motion by Lingard, second by Senst, to adjourn. Motion carried unanimously.

The meeting was adjourned at 7:19 PM.

PRESENTER: Eleanor Brandt

ITEM: Elsie Stephens Park Master Plan, Update and Concepts

PREPARED BY: Martin Farrell/Eleanor Brandt

POLICY DECISION / ACTION TO BE CONSIDERED: N/A

BACKGROUND: The Master Plan for Elsie Stephens Park was an effort developed between 2016 and 2018, with Staff, Council, Contract Landscape Architects, and a Steering Committee. The project was refined over several meetings and with input from all of the participants at the various stages of development. The City is currently in Phase 3 of the development of the Park, with various elements being installed including, trails and river overlooks, landscaping, bridges, performance area with seating and power, patio, decorative lighting, and trail link into Cloquet Overlook Park, part of the Three Rivers Park District Mississippi Regional Trail.

The City Council has requested that future phases be identified along with costs and an approximate timeline for the additional phases. Staff is recommending an update of the Master Plan, and requesting proposals documents from interested Landscape Architects.

Staff Advertised for Proposals (RFP) on December 26 2024, with proposals due on January 17 2025. Staff received 6 proposals, Staff reviewed the proposals for compliance to the RFP and reduced the contenders to 3 finalists for Park Commission to Interview. Staff would like to present the Park Commission's recommendations in February 2025, with a tentative project start date of March 2025

City Council Awarded the Contract for the project to MSA at their regular council meeting on 02-25-2025. Since contract award MSA has conducted meetings and data gathering from Staff, Community representative, Commission representatives and residents. MSA will be presenting findings and Concepts based on the feedback they have received.

CRITICAL ISSUES: None

BUDGET IMPACT: Funded from Capital Fund 405

RECOMMENDATION: None.

ATTACHMENT(S): MSA Memo, Concepts, Survey Data



To: City of Dayton, MN
From: Eleanor Brandt, PLA
Subject: Dayton Elsie Stephens Park Master Plan Update
Date: August 27, 2025

MSA has been working with the City of Dayton on updating the master plan for Elsie Stephens Park to incorporate public comment and feedback. The Steering Committee, made up of members of the Parks Commission, Planning Commission, EDA, and City staff, provided initial direction and feedback on public engagement and conceptual design. Meetings were also held with community stakeholders to provide a more in-depth discussion of park elements. A public online survey was then created and distributed to solicit input on what the public wanted to see as the future of Elsie Stephens Park. The survey received 134 unique household responses. Based on these comments as well as an analysis of the existing site conditions, several master plan concepts were developed for discussion with the Steering Committee before being displayed as a pop-up concept review held during the car show at Elsie Stephens on Friday August 15th.

Attached for your review is a summary of the online survey, as well as the draft proposed master plan designs for the Elsie Stephens Park. These designs are the result of several conceptual design iterations that took into account the wishes of the local community. The designs shown are high-level in nature and are intended to form a basis for Dayton's long term vision of Elsie Stephens Park.

We are looking for any further input from the Steering Committee, City Parks, Planning Commission and Council, prior to proceeding with final design and cost estimating.

Thank you.

ELSIE STEPHENS PARK MASTER PLAN – INPUT SURVEY RESULTS OVERVIEW

The online survey for Elsie Stephens Park received **134 responses** between June and July 2025. Respondents represented a broad cross section of Dayton residents, with the most common demographics being households with 2-4 members and/or residents of the River Hills and Cypress Cove neighborhoods. The most represented age groups were 0-5 and 25-44, indicating strong participation from young families.

Current Park Usage & Activities

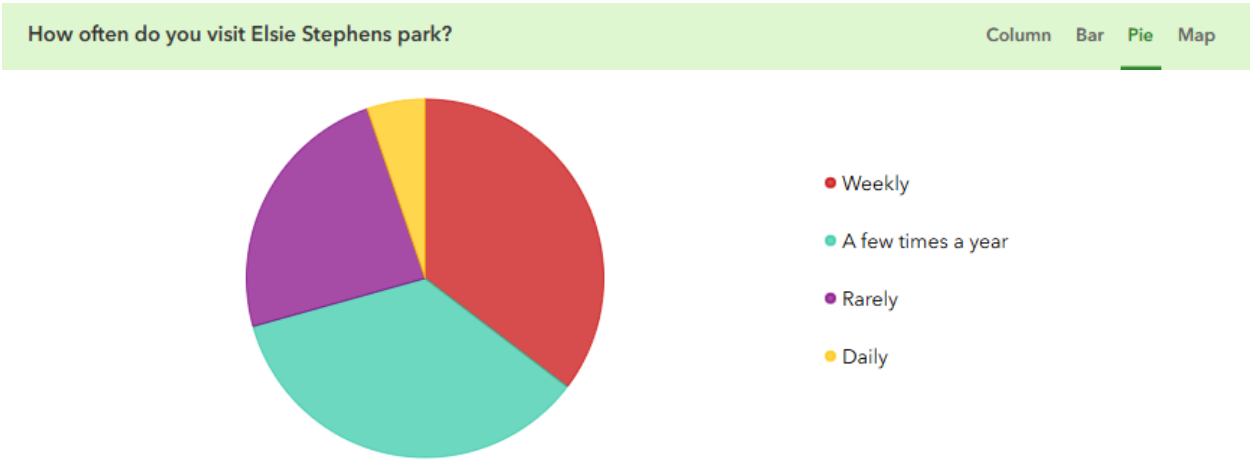
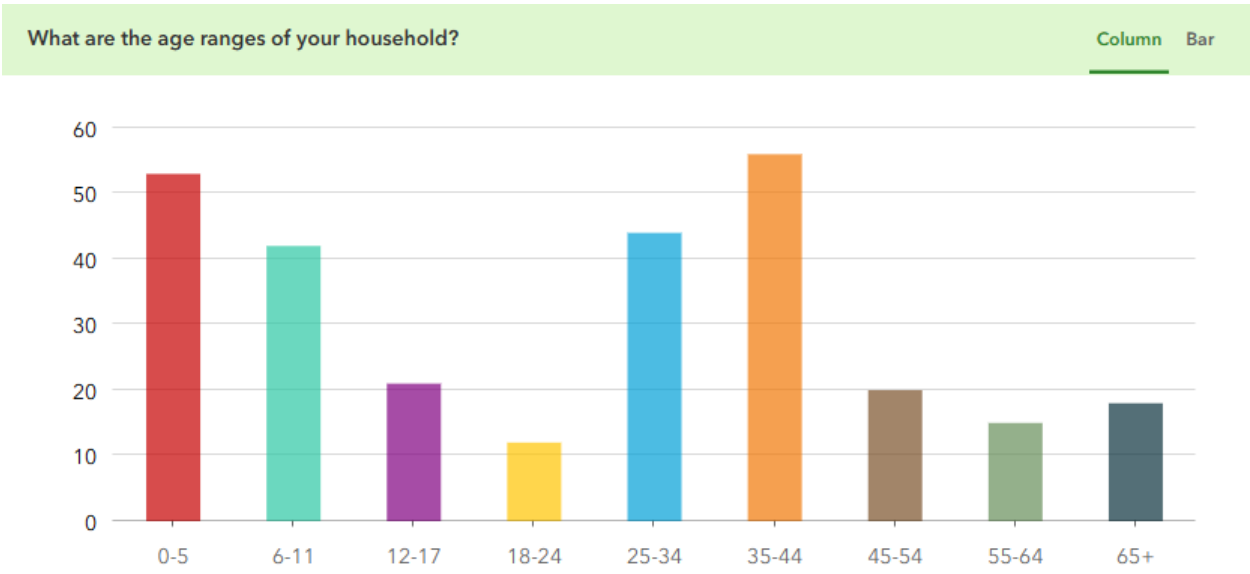
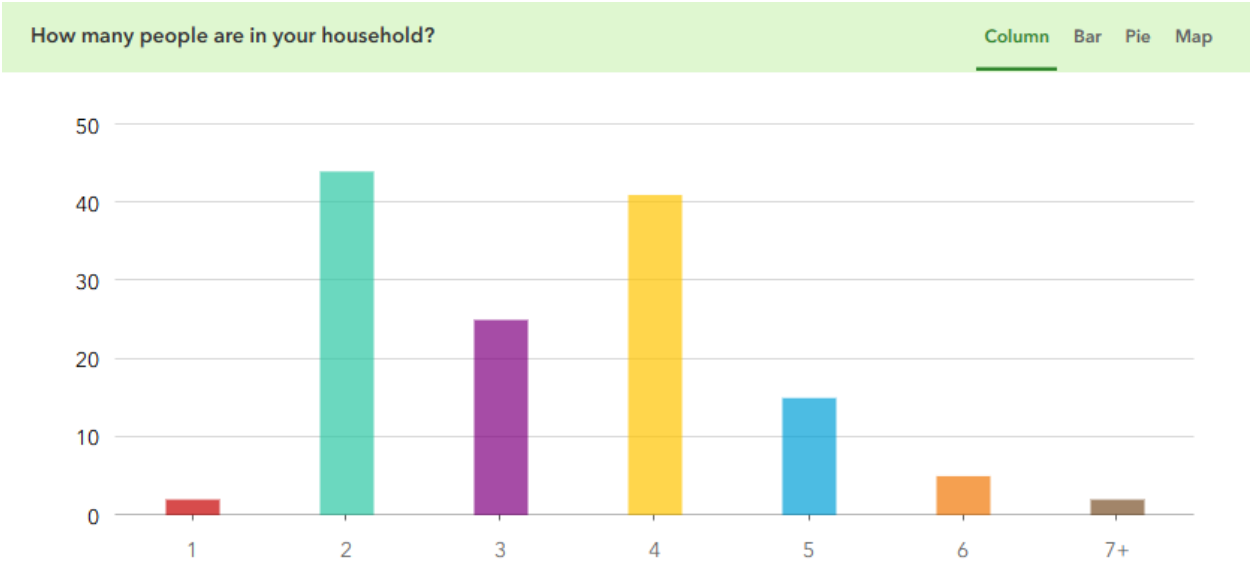
- Park usage varied, with 40.3% reporting visiting Elsie Stephens Park “daily” or “weekly”, and 59% reporting visiting “a few times a year” or “rarely”.
- Over three-quarters of Elsie Stephens Park users reported walking or cycling to the park.
- The most popular activities at Elsie Stephens Park included:
 - Walking/Jogging (94 votes – 70.15% of respondents)
 - Nature Observation (75 – 56%)
 - Community Events (62 – 46.3%)
 - River Access (51 – 38.1%)
 - Picnicking (37 – 27.6%)

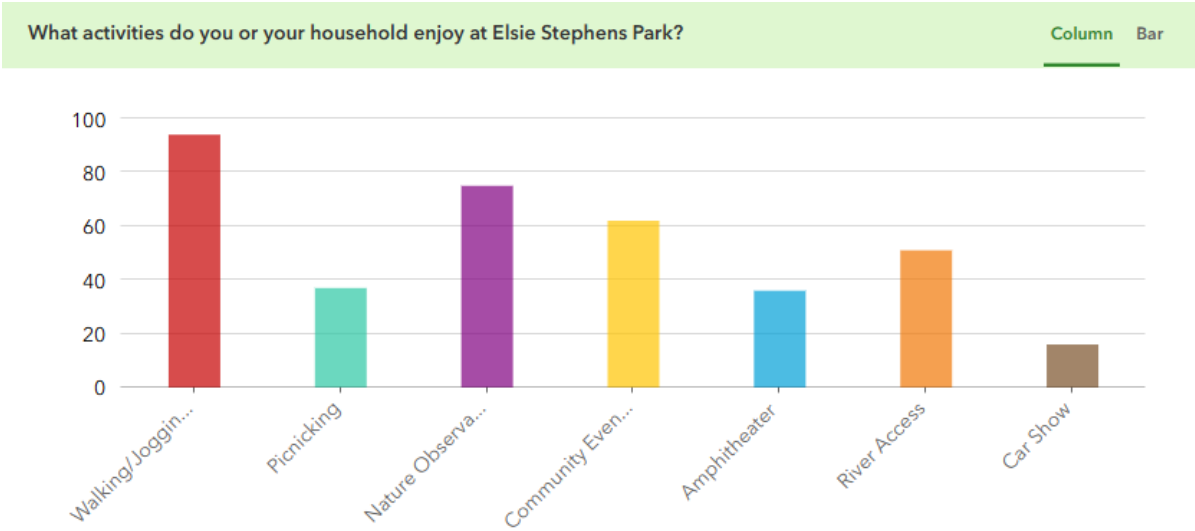
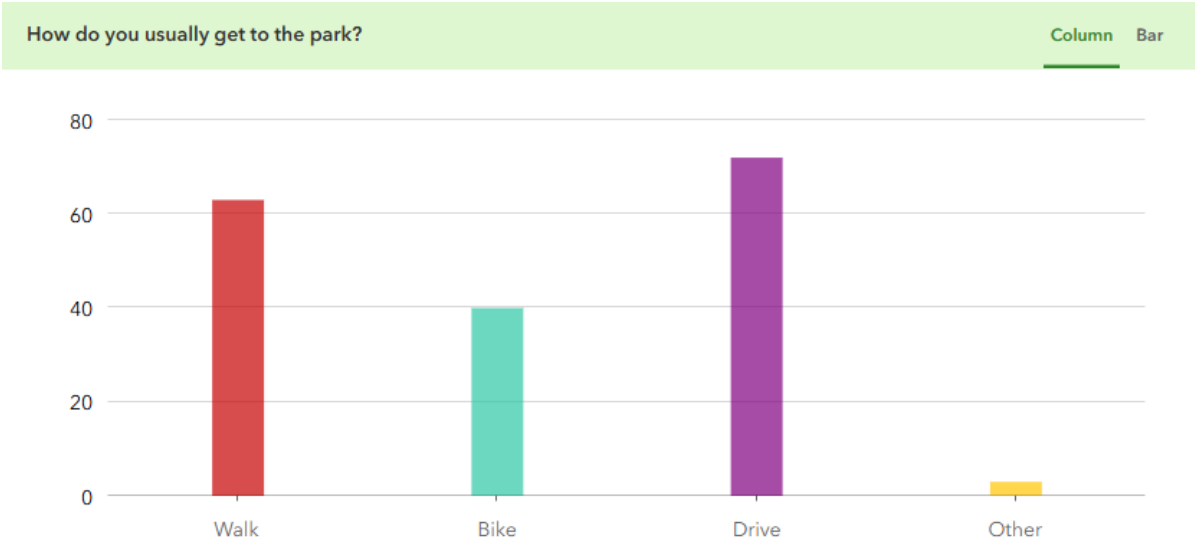
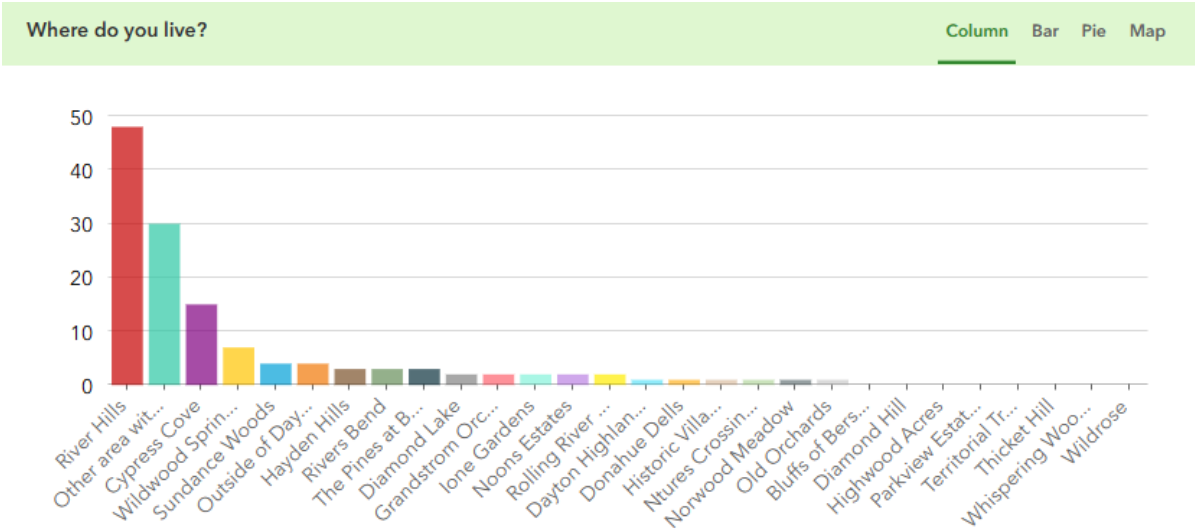
Desired Improvements

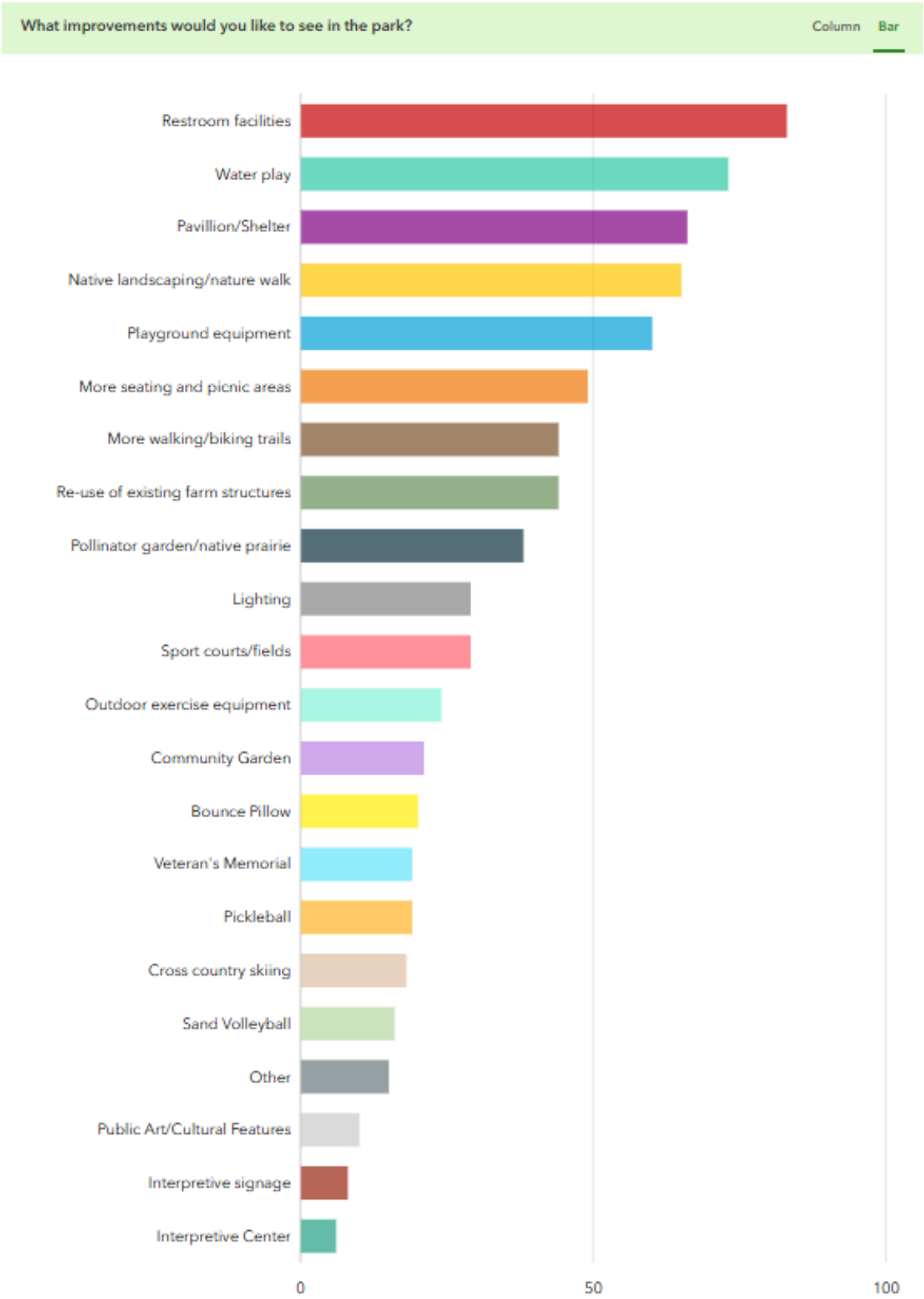
- Respondents expressed strong interest in enhancing the park’s amenities. The top five requested improvements were:
 - Restroom facilities (83 votes – 61.9% of respondents)
 - Water play features (73 – 54.5%)
 - Pavilion/Shelter (66 – 49.3%)
 - Native landscaping/nature walk (65 – 48.5%)
 - Playground equipment (60 – 44.8%)
- There is strong support for increased programming in the park: nearly 80% of respondents voted “yes” in favor of additional programming and another 15.7% voted “maybe”.
- Many comments emphasized the importance of maintaining the park’s natural character while enhancing accessibility and amenities. Additional ideas included:
 - Engagement opportunities with the Mississippi River (e.g. kayak rentals, fishing pier)
 - Improved spaces for community events, such as the amphitheater.
 - Improved parking and pedestrian connections to surrounding residential areas.
 - Sun shades around gathering areas and park fixtures.
 - Park building with rentable event spaces, bathrooms, exhibits, etc.

For all survey results, please visit www.arcq.is/14CDX50.

The following pages provide a more detailed breakdown of each quantitative survey question.





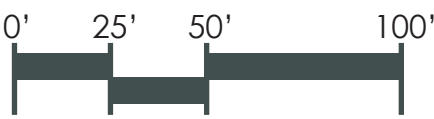




Elsie Stephens

CONCEPT 1

City of Dayton, Minnesota
August 2025



LEGEND

existing

- 1 Parking
- 2 Open-Air Shelter
- 3 Playground
- 4 Prairie/Low-Mow Grass
- 5 Stormwater
- 6 Overlook
- 7 Amphitheater
- 8 Seating Area
- 9 Stepped Kayak Launch
- 10 Silo w/ Proposed Public Art
- 11 Emergency Access/Exit
- 12 Port-a-Potty
- 13 Pedestrian Bridge
- 14 Pedestrian Tunnel
- Pedestrian Circulation
- Vehicular Circulation

proposed

- 1 Parking
- 2 Open Air Shelters
- 3 Playground
- 4 Prairie/Low-Mow Grass
- 5 Stormwater
- 6 Historical Path w/ Interpretive Signage
- 7 Splashpad
- 8 Pavilion & Restrooms
- 9 Boardwalk
- 10 Nature Trail
- 11 Picnic Area
- 12 Walking Loop w/ Fitness Stations & Mile Markers
- Concrete Pads
- Asphalt Paths
- Vehicular Circulation
- E Electrical Service
- W Water Service
- S Sanitary Service
- Lighting

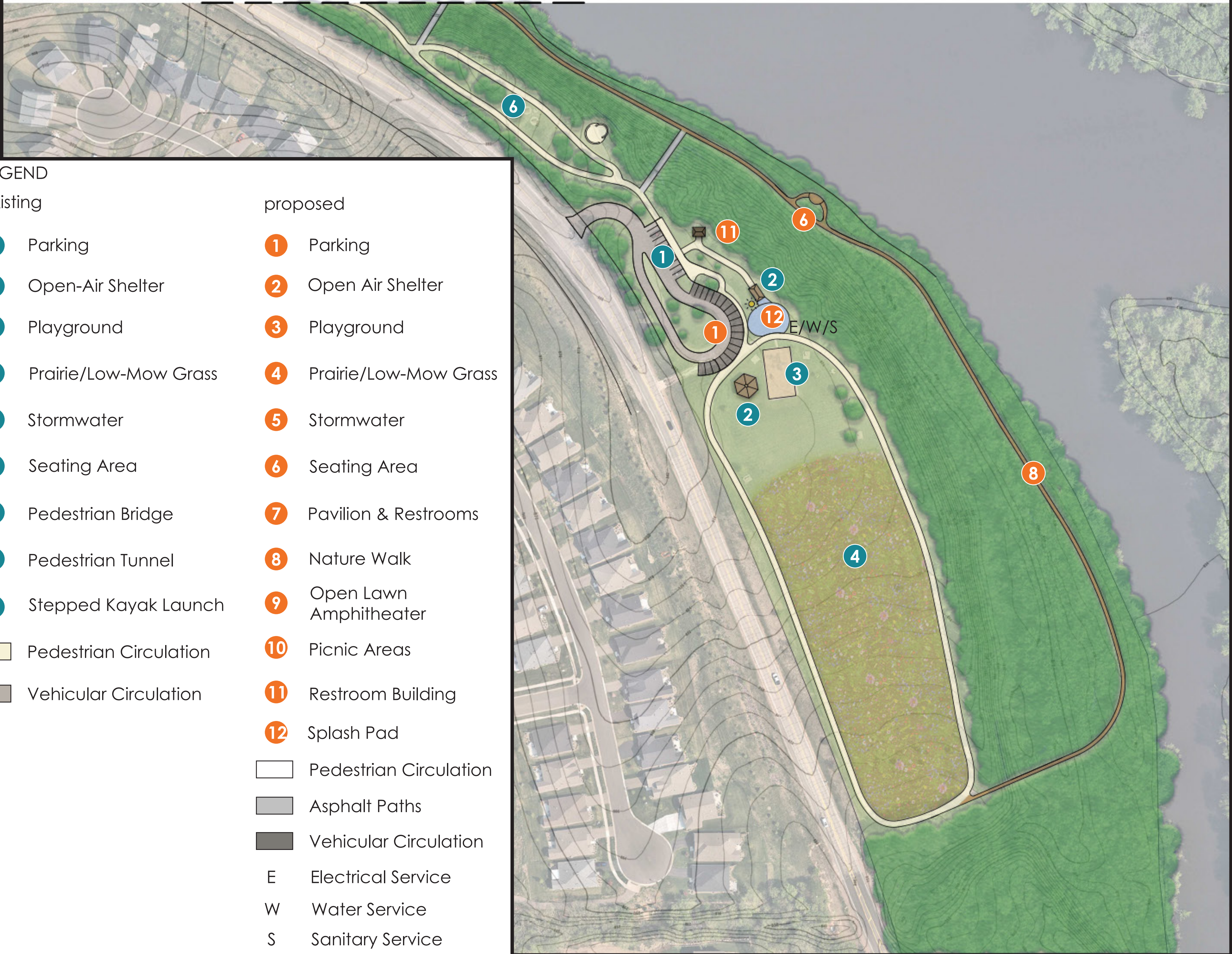
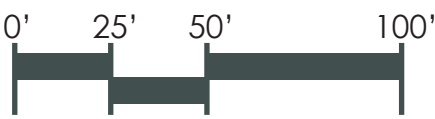




Elsie Stephens

CONCEPT 2

City of Dayton, Minnesota
August 2025



LEGEND

existing

- 1 Parking
- 2 Open-Air Shelter
- 3 Playground
- 4 Prairie/Low-Mow Grass
- 5 Stormwater
- 6 Seating Area
- 7 Pedestrian Bridge
- 8 Pedestrian Tunnel
- 9 Stepped Kayak Launch

proposed

- 1 Parking
- 2 Open Air Shelter
- 3 Playground
- 4 Prairie/Low-Mow Grass
- 5 Stormwater
- 6 Seating Area
- 7 Pavilion & Restrooms
- 8 Nature Walk
- 9 Open Lawn Amphitheater
- 10 Picnic Areas
- 11 Restroom Building
- 12 Splash Pad

- Pedestrian Circulation
- Asphalt Paths
- Vehicular Circulation
- E Electrical Service
- W Water Service
- S Sanitary Service
- Lighting

PRESENTER: Eleanor Brandt (MSA)

ITEM: DNR Landing Design concepts

PREPARED BY: Martin Farrell

POLICY DECISION / ACTION TO BE CONSIDERED: None

BACKGROUND: As part of the Water Trail project, several meetings were conducted with Agency partners in the local area, to discuss the feasibility of the Water Trail project and gauge interest in participating in the project. Subsequently the Minnesota Department of Natural Resources expressed interest in developing their existing facility in the Historic Village to include a canoe/kayak launch at that location. The DNR requested the City revise the layout of the existing landing to accommodate a motorized boat launch on the Crow River side of the landing, to avoid the problems launching a boat at the existing access due to silt build up. The City and MSA have been working with DNR to refine Concepts for this location, the concept being shared tonight is the result of the conversations and revisions. This project is fully funded by the DNR.

CRITICAL ISSUES: None

BUDGET IMPACT: None

RECOMMENDATION: None.

ATTACHMENT(S): MSA Memo, Concepts



To: City of Dayton, MN
From: Christian Moring, PE
Subject: Crow-Mississippi Boat Launch Final Concept Design
Date: August 27, 2025

The City of Dayton in conjunction with the Minnesota Department of Natural Resources (MnDNR) has entered into an agreement to redesign the Crow / Mississippi Access Site located in the Dayton downtown area. This effort is part of the Get Out MORE funding (Modernize Outdoor Recreation Experiences). The Crow-Mississippi public water access is MN DNR owned/operated and is in need of redesign to make it fully accessible to all users, improve access for motorized boaters, add a ADA compliant canoe/kayak launch, treat stormwater runoff, prevent siltation of the boat launch, and enhance the site's resilience to climate changes.

Attached for your review and comment is the proposed conceptual design for the reconstruction of the Crow-Mississippi boat launch facility. This design is the result of several conceptual design iterations and reviews from MnDNR, MSA, and City staff (Marty). The design shown has received MnDNR approval and also addresses several of the City's desired "wants" for the project.

We are looking for any further input from City Parks Commission and Council, prior to proceeding with final design and construction documents. While ultimately any final decisions will be made by the MnDNR, they have been open to Marty and MSA's requests and suggestions thus far.

Should design and jurisdictional reviews keep proceeding as anticipated, we anticipate construction documents being ready for bidding late this fall, for a spring/summer 2026 construction window.

Thank you,



PARKING STALL COUNTS		
	EXISTING	MASTER PLAN
TRAILER STALLS	21	21
CAR STALLS	9	6

PRESENTER: N/A

ITEM: West Mississippi River Regional Trail, alignment follow up discussion.

PREPARED BY: Martin Farrell

BACKGROUND: Three Rivers Park District presented their Engagement Plan relating to the West Mississippi Regional Trail to the City Council at their regular meeting on April 4th 2025. From that conversation a joint session was requested with the Parks Commission, City Council and Three Rivers Park District to discuss the vision for the Trail prior to Public Engagement efforts.

Following the May 6th Joint meeting between Three Rivers Park District, Park Commission and City Council the Public Engagement effort has not happened, due to various reasons one of which is trying to decide on the Regional Trail route. With that in mind Staff would like the Park Commission to provide input on the trail alignment. Figures have been generated that show the flood plain, topographical obstacles, and properties owned by Three Rivers Park District. Using these parameters Staff would like the Park Commission to generate their preferred alignment for the West Mississippi Regional Trail along Dayton River Road. The Park Commissions recommended alignment will be presented to the Council for their input, before reconvening with Three Rivers Park District.

Subsequent to our last alignment discussion Staff are requesting the Park Commission to select a second route which would depict the “perfect route” with only the natural barriers to define the route for the trail.

CRITICAL ISSUES: N/A

BUDGET IMPACT: N/A

RECOMMENDATION: N/A

ATTACHMENT(S): Trail figures

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LEGEND

BUILDING OUTLINE

DRIVEWAY

10-25% SLOPE

25+% SLOPE

OWNED BY THREE RIVERS PARK DISTRICT

FLOOD PLAIN



ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
PHONE: 763-479-4200
FAX: 763-479-4242

CITY OF DAYTON

PROJECT TITLE:
DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK

DAYTON, MINNESOTA 55327

DATE:	DESCRIPTION:	ISSUE NO.:	PROJECT NO.:	DWN BY:	CHK'D BY:	APP'D BY:	ISSUE DATE:	SHEET NO.:
7/28/25	ISSUED FOR BID	0	193807401	NMF	MJS		7/28/25	C-001

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

LICENSING NO.:
7/2025

PROJECT NO.:
193807401

DWN BY:
NMF

CHK'D BY:
MJS

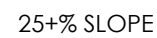
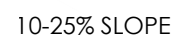
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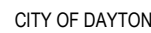
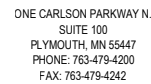
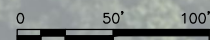
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SHEET NO.:
C-001



DAYTON RIVER RD



PROJECT TITLE: DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK

DAYTON, MINNESOTA 55327

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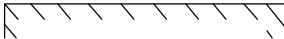
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LEGEND



BUILDING OUTLINE



DRIVEWAY



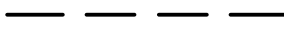
10-25% SLOPE



25+% SLOPE



OWNED BY THREE RIVERS PARK DISTRICT



FLOOD PLAIN

Stantec
ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
PHONE: 763-479-4200
FAX: 763-479-4242

Dayton
MINNESOTA

CITY OF DAYTON

**DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK**

DAYTON, MINNESOTA 55327

PROJECT TITLE:

ISSUE NO:

0

DESCRIPTION:

ISSUED FOR BID

DATE:

//2025

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APPD BY:

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ISSUE DATE: //2025

ISSUE NO.: 0

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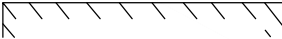
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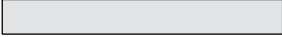
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LEGEND




BUILDING OUTLINE




DRIVEWAY



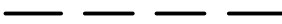
10-25% SLOPE



25+% SLOPE



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FLOOD PLAIN



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_____/2025

PROJECT NO.: 193807401

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	NMF	MJS

ISSUE DATE: 7/2025

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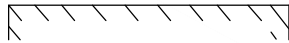
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NOT FOR CONSTRUCTION

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LEGEND



BUILDING OUTLINE



DRIVEWAY



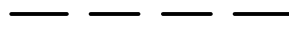
10-25% SLOPE



25+% SLOPE



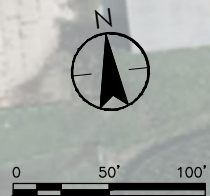
OWNED BY THREE RIVERS PARK DISTRICT



FLOOD PLAIN

VICKSBURG LANE N

DAYTON RIVER RD



ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
PHONE: 763-479-4200
FAX: 763-479-4242



CITY OF DAYTON

DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK

DAYTON, MINNESOTA 55327

PROJECT TITLE:

ISSUE NO.:

0

DESCRIPTION:

ISSUED FOR BID

DATE:

//2025

CERTIFICATION:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

LICENSE NO.:

//2025

PROJECT NO.:

193807401

DWN BY:

CHK'D BY:

APP'D BY:

NMF

MJS

ISSUE DATE: //2025

ISSUE NO.:

0

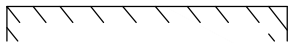
SHEET TITLE:


EXISTING CONDITIONS


SHEET NO.:


C-005


LEGEND


- 

BUILDING OUTLINE
- 

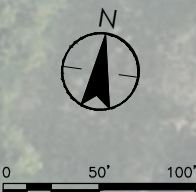
DRIVEWAY
- 

10-25% SLOPE
- 

25+% SLOPE
- 

OWNED BY THREE RIVERS PARK DISTRICT
- 

FLOOD PLAIN



Stantec
ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
PHONE: 763-479-4200
FAX: 763-479-4242

Dayton
MINNESOTA

CITY OF DAYTON

PROJECT TITLE:
**DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK**

DAYTON, MINNESOTA 55327

DATE:	DESCRIPTION:	ISSUE NO.:	PROJECT TITLE:
7/28/25	ISSUED FOR BID	0	DAYTON TRAIL- GOODIN PARK TO ELSIE STEPHENS PARK

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LICENSING NO.: _____
DATE: ____/____/2025

PROJECT NO.: 193807401

DWN BY:	CHK'D BY:	APP'D BY:
	NMF	MJS

ISSUE DATE: 7/28/25

ISSUE NO.: 0

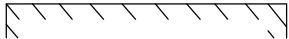
SHEET TITLE:
EXISTING CONDITIONS

SHEET NO.:
C-006


NOT FOR CONSTRUCTION

7/28/2025 4:38:00 PM
D:\193807401\General\2025\Dayton Parkway Trail Corridor\CDP\mxd\CD-01.dwg 7/28/2025 ELSIE STEPHENS PARK


LEGEND




BUILDING OUTLINE




DRIVEWAY



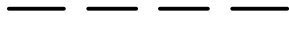
10-25% SLOPE



25+% SLOPE



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FLOOD PLAIN





ONE CARLSON PARKWAY N.
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CITY OF DAYTON

PROJECT TITLE:
DAYTON TRAIL- GOODIN PARK
TO ELSIE STEPHENS PARK

DAYTON, MINNESOTA 55327

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LICENSING NO.:
//2025

PROJECT NO.: 193807401

DWN BY: CHKD BY: APP'D BY:

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ISSUE DATE: //2025

ISSUE NO.: 0

SHEET TITLE:
EXISTING CONDITIONS

SHEET NO.:
C-007