

AGENDA
CITY OF DAYTON, MINNESOTA
12260 S. Diamond Lake Road, Dayton, MN 55327
Monday, August 3, 2026
REGULAR MEETING OF THE PARKS COMMISSION: 6:30 P.M.

To Participate in the Meeting, Please see www.daytonmn.gov Calendar for Zoom Invitation.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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 June 02, 2026

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.

STAFF & COUNCIL UPDATES

REGULAR MEETING

- B.** Elsie Stephens Park Phase 3 Plans Discussion
C. Park visit to Elsie Stephens Park

NOTICES AND ANNOUNCEMENTS

- D.** Next Park Commission Meeting: Tuesday, September 1, 2026

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 JUNE 2, 2026, PARKS COMMISSION MEETING
CITY OF DAYTON, MINNESOTA

CALL TO ORDER

Pikal called the City of Dayton Parks Commission meeting to order for June 2, 2026.

Present: David Pikal, Luke Senst, Keri Lingard, and Kaia Chambers

Absent: Brad Cole

City Council Member Present: Scott Salonek

Also in attendance: Public Works Superintendent, Marty Farrell; Community Development Director, Jon Sevald

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion to approve the agenda as presented was made by Lingard, seconded by Senst. The motion carried unanimously.

CONSENT AGENDA

A. Approval of Park Commission Minutes from May 05, 2026

Motion to approve the consent agenda was made by Chambers and seconded by Lingard. The motion carried unanimously.

OPEN FORUM

No one came forward or online for open forum.

COUNCIL UPDATE

Salonek provided an update for the Teddy Bear Band on June 12.

REGULAR MEETING

NOTICES AND ANNOUNCEMENTS

B. Next Park Commission Meeting: Tuesday, July 7, 2026

ADJOURNMENT

C. Parks Tour at the following locations:

Goodin Park: 17330 Dayton River Road

Dayton Farms: (New Park) PID: 3312022210125

Motion to adjourn was made by Senst and seconded by Lingard. The motion carried unanimously.

The meeting was adjourned at 6:35 PM.

PRESENTER: Martin Farrell

ITEM: Elsie Stephens Park Phase 3, plan and cost estimate

PREPARED BY: Martin Farrell

POLICY DECISION / ACTION TO BE CONSIDERED: The City Council approved bid documentation based on the plans presented at the July 28, 2026 City Council Meeting. Phase 3 of Elsie Stephens Park, includes improvements to performance area, and installing concrete, dance floor.

BACKGROUND: City Council selected the features to be included in Phase 3 of the Elsie Stephens Park development. Planned improvements include a splash pad, bathroom facilities, additional parking, improvements to the performance area to include dance floor and stage covering structure. At a subsequent council meeting Staff were directed to remove the splash pad area, additional parking and bathroom facilities. Council requested further detail on splash pad alternatives to enable them to make an informed decision. MSA has worked on gathering data, including survey data, selecting a geotechnical engineer and commissioning soil borings and getting a detailed report to assess support requirements for bandshell footings and dance floor extension.

CRITICAL ISSUES:

BUDGET IMPACT: Funded from Capital Fund 405

RECOMMENDATION: N/A.

ATTACHMENT(S): MSA Memo, plans including alternatives considered, Engineers cost estimate for the project excluding costs for the stage covering structure.

To: Martin Farrell, City of Dayton
From: Marcus Rue, P.E.
Subject: Elsie Stephens Amphitheater Improvements – Cost Estimate
Date: July 22, 2026

Purpose

MSA prepared a conceptual design and planning-level cost estimate (80%) for improvements to the Elsie Stephens Amphitheater. The proposed improvements are intended to enhance event functionality, improve accessibility, and prepare the site for installation of a future stage cover.

Expanded Dance Floor Area

A new concrete dance floor is proposed immediately in front of the existing stage to provide a dedicated space for community events, concerts, and performances. The area in front of the existing lowest stone seatwall requires regrading as well as the addition of a second tier of stone seating to maintain slope under 2% and avoid draining water onto the stage. Simply flattening this area would create drainage concerns by directing stormwater toward the stage. The proposed grading maintains positive drainage away from the stage while creating a usable, level gathering space. As part of this work, a second tier of limestone seating is proposed to maintain the amphitheater's function and provide seating opportunities after the grade adjustments are completed.

ADA-Accessible Route Improvements

The proposed dance floor occupies the area where the existing accessible route currently travels through the amphitheater. As a result, the pathway must be reconstructed and realigned. The revised alignment provides direct access to the dance floor while maintaining a slope of less than 5%. Keeping the route below this threshold eliminates the need for handrails along both sides of the path, creating a more user-friendly facility while reducing future maintenance and replacement costs.

Stage Cover Installation

The project is intended to prepare the amphitheater for prefabricated stage cover which is being direct-purchased by the City. The estimate includes shelter installation and foundation costs but excludes the shelter purchase cost. Foundation costs are placeholders until final structural design is completed.

MEMO

July 22, 2026

Electrical Improvements

The estimate includes an electrical allowance for feeder service, driveway crossing, pedestal, receptacles, and power connections associated with the proposed shelter.

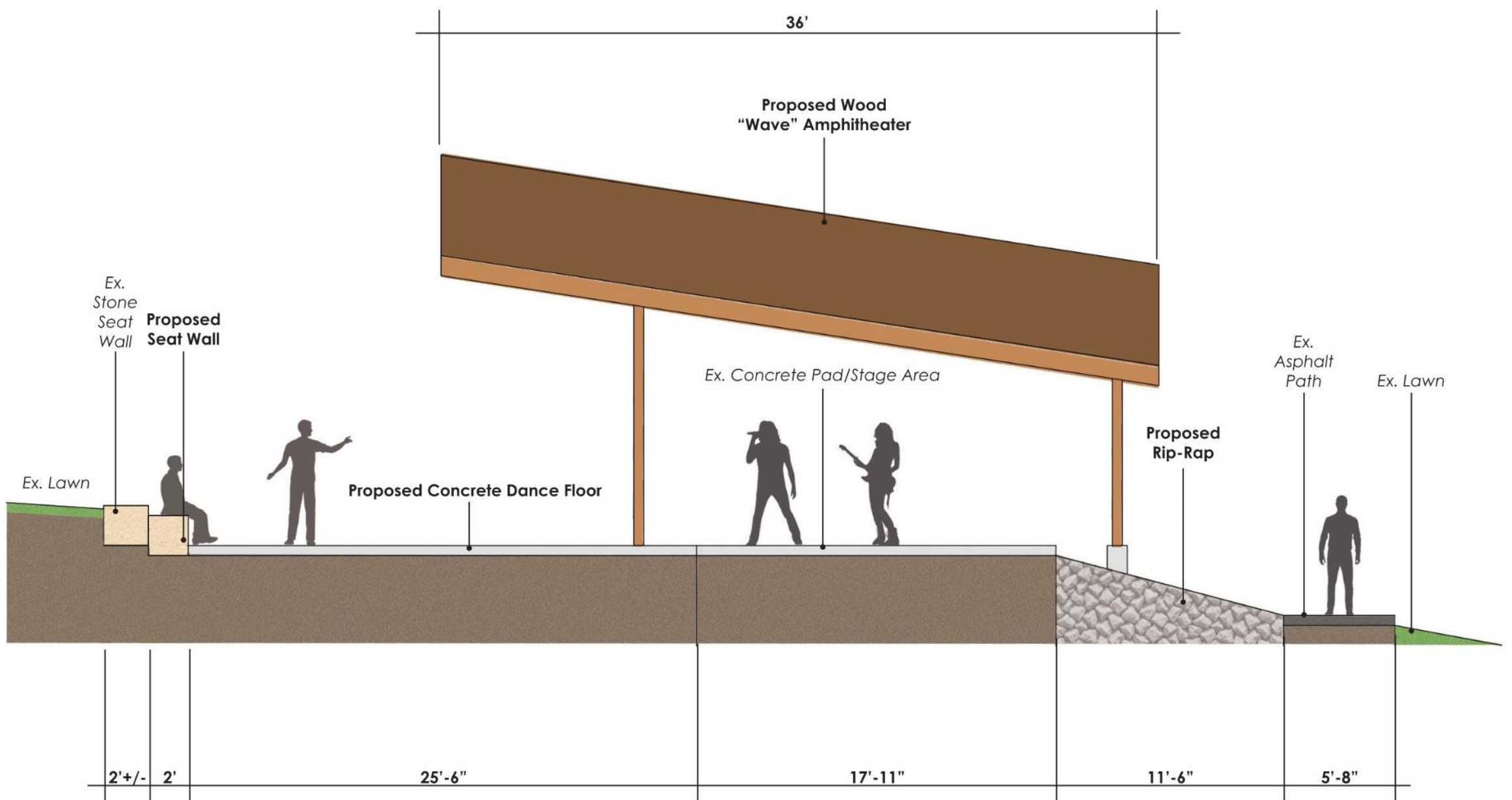
Estimated Project Cost

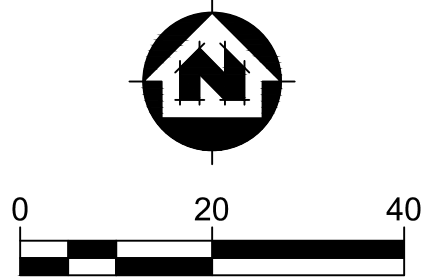
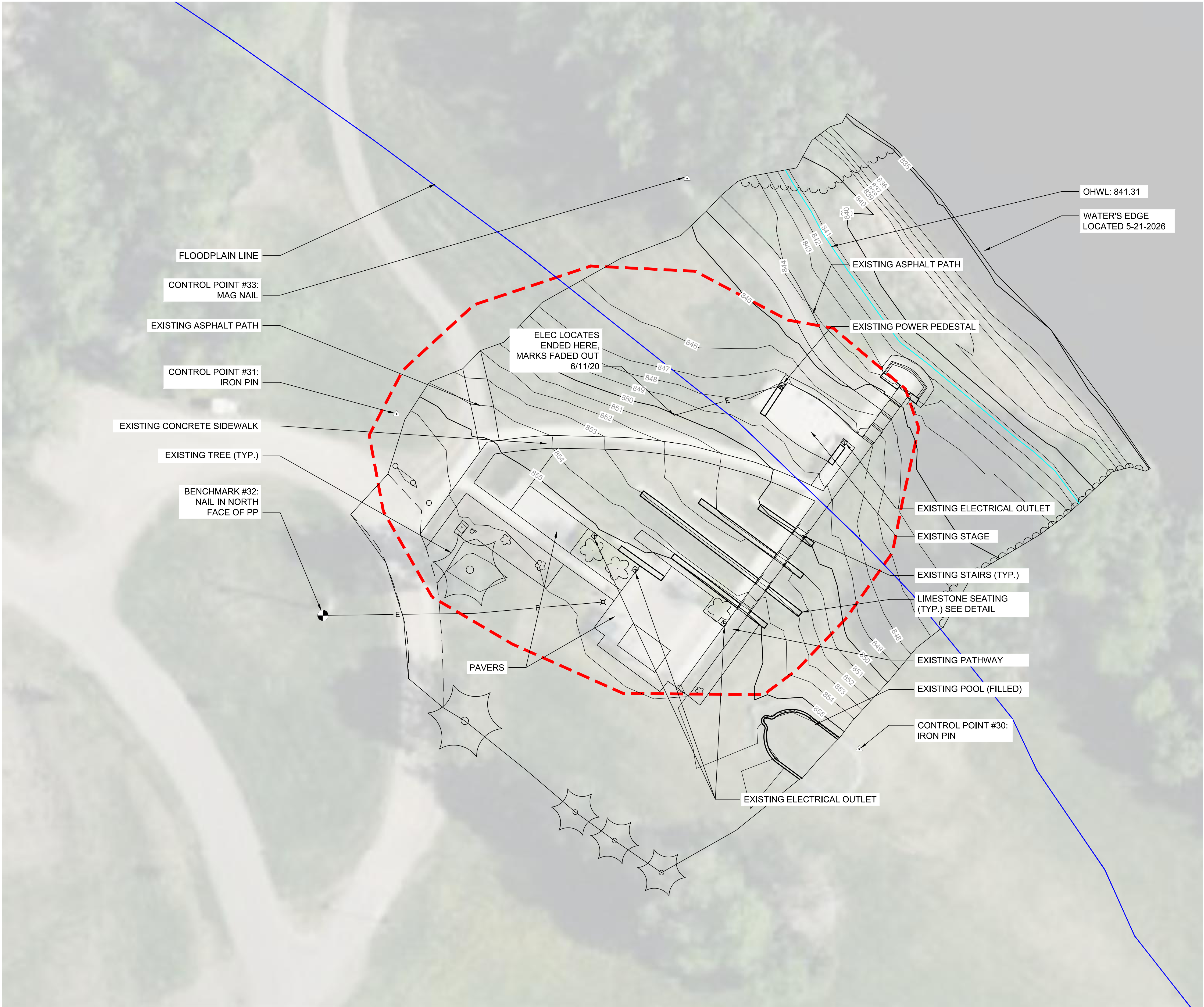
Construction Subtotal	\$258,855
Contingency (10%)	\$25,866
Estimated Project Total	\$284,741

- The shelter price is not included as it was pre-purchased by the City.
- See included cost estimate and plan sheets showing the existing site conditions, removals, and proposed site improvements.
- Foundations are listed as an allowance assumed to cover construction cost currently
- Excavation Below Subgrade is an allowance in the event poor soils are encountered

Key Council Discussion Points

- Dedicated dance floor and event space
- Grading and added seating maintain drainage and functionality
- Accessible route relocated to accommodate dance floor location
- Project prepares site for future stage cover
- Estimated site improvement cost approximately \$285,000 excluding shelter purchase.





- NOTES:
- ALL EXISTING ELEMENTS/STRUCTURES WITHIN PROJECT EXTENTS/LIMITS TO BE PROTECTED UNLESS OTHERWISE STATED.
 - CONTRACTOR TO VERIFY LOCATIONS OF UTILITIES PRIOR TO CONSTRUCTION. NOTIFY OWNER/ENGINEER OF ANY DISCREPANCIES.
 - CONTRACTOR TO COORDINATE WITH UTILITY COMPANIES TO PROTECT ALL EXISTING UNDERGROUND UTILITIES UNLESS OTHERWISE NOTED.
 - ALL WORK SHALL BE CONTAINED WITHIN VILLAGE/CITY OWNED PROPERTY.
 - ALL EROSION CONTROL SHALL BE IN PLACE PRIOR TO ANY SITE CONSTRUCTION OR DISTURBANCE.

LEGEND	
	PROJECT LIMIT LINE
	BURIED ELECTRIC
	TREE LINE
	PEDESTAL
	TREE - DECIDUOUS
	TREE - CONIFEROUS
	LIGHT POLE
	FLOOD PLAIN
	OHWL

BENCHMARK TABLE

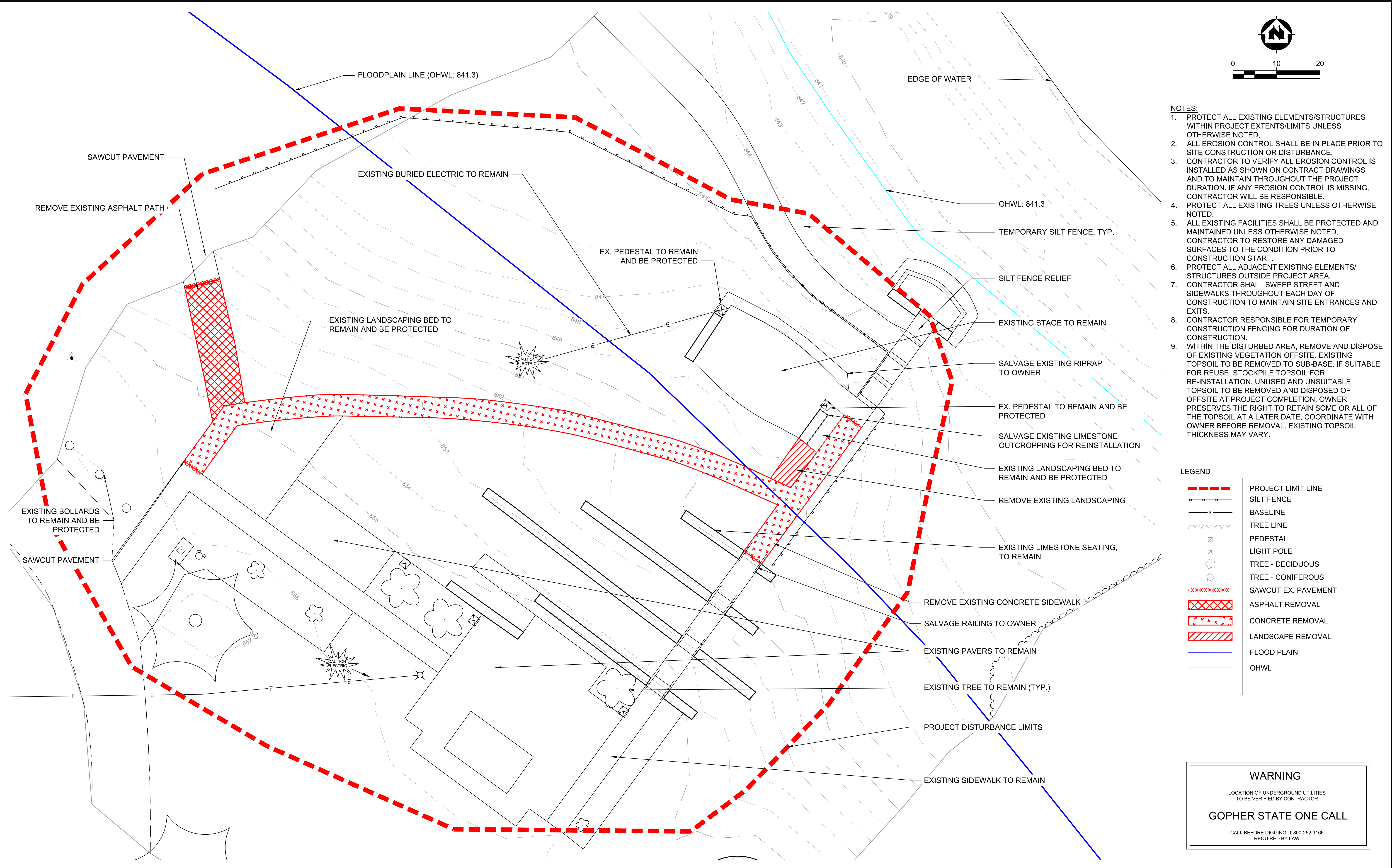
BM. NO.	NORTHING	EASTING	DESCRIPTION	ELEV.
30	257585.056	479047.750	CP *IP	855.048'
31	257714.869	478868.489	CP *IP	856.630'
32	--	--	BM *NAIL N FACE PP	856.781'
33	257806.150	478981.085	CP *MAG	844.795'

WARNING

LOCATION OF UNDERGROUND UTILITIES
TO BE VERIFIED BY CONTRACTOR

GOPHER STATE ONE CALL

CALL BEFORE DIGGING, 1-800-252-1166
REQUIRED BY LAW



- NOTES:**
1. PROTECT ALL EXISTING ELEMENTS/STRUCTURES WITHIN PROJECT EXTENTS/LIMITS UNLESS OTHERWISE NOTED.
 2. ALL EROSION CONTROL SHALL BE IN PLACE PRIOR TO SITE CONSTRUCTION OR DISTURBANCE.
 3. CONTRACTOR TO VERIFY ALL EROSION CONTROL IS INSTALLED AS SHOWN ON CONTRACT DRAWINGS AND TO MAINTAIN THROUGHOUT THE PROJECT DURATION. IF ANY EROSION CONTROL IS MISSING, CONTRACTOR WILL BE RESPONSIBLE.
 4. PROTECT ALL EXISTING TREES UNLESS OTHERWISE NOTED.
 5. ALL EXISTING FACILITIES SHALL BE PROTECTED AND MAINTAINED UNLESS OTHERWISE NOTED. CONTRACTOR TO RESTORE ANY DAMAGED SURFACES TO THE CONDITION PRIOR TO CONSTRUCTION START.
 6. PROTECT ALL ADJACENT EXISTING ELEMENTS/ STRUCTURES OUTSIDE PROJECT AREA.
 7. CONTRACTOR SHALL SWEEP STREET AND SIDEWALKS THROUGHOUT EACH DAY OF CONSTRUCTION TO MAINTAIN SITE ENTRANCES AND EXITS.
 8. CONTRACTOR RESPONSIBLE FOR TEMPORARY CONSTRUCTION FENCING FOR DURATION OF CONSTRUCTION.
 9. WITHIN THE DISTURBED AREA, REMOVE AND DISPOSE OF EXISTING VEGETATION OFFSITE. EXISTING TOPSOIL TO BE REMOVED TO SUB-BASE. IF SUITABLE FOR REUSE, STOCKPILE TOPSOIL FOR RE-INSTALLATION, UNUSED AND UNSUITABLE TOPSOIL TO BE REMOVED AND DISPOSED OF OFFSITE AT PROJECT COMPLETION. OWNER PRESERVES THE RIGHT TO RETAIN SOME OR ALL OF THE TOPSOIL AT A LATER DATE, COORDINATE WITH OWNER BEFORE REMOVAL. EXISTING TOPSOIL THICKNESS MAY VARY.

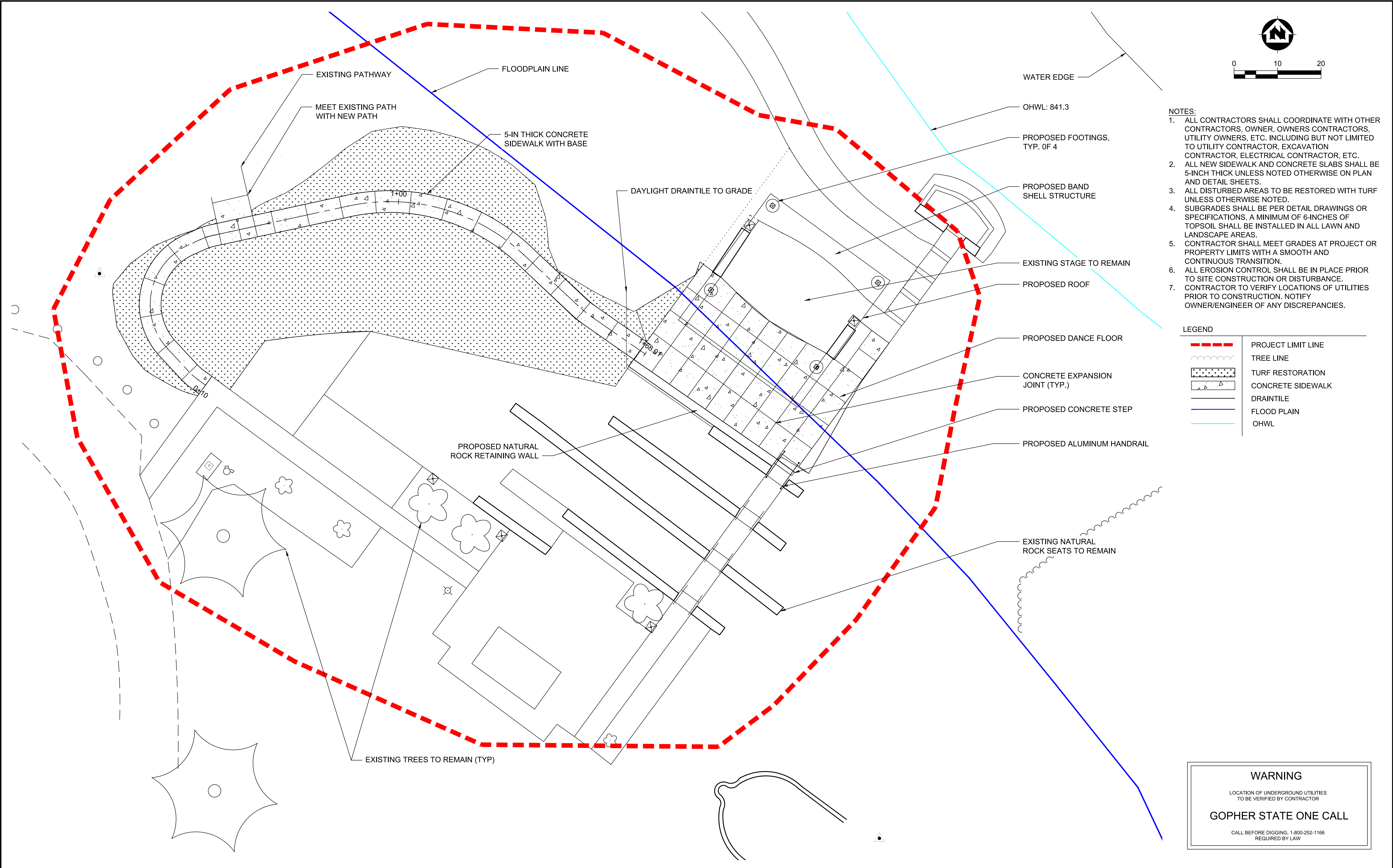
LEGEND	
	PROJECT LIMIT LINE
	SILT FENCE
	BASELINE
	TREE LINE
	PEDESTAL
	LIGHT POLE
	TREE - DECIDUOUS
	TREE - CONIFEROUS
	SAWCUT EX. PAVEMENT
	ASPHALT REMOVAL
	CONCRETE REMOVAL
	LANDSCAPE REMOVAL
	FLOOD PLAIN
	OHWL

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GOPHER STATE ONE CALL

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- NOTES:
1. ALL CONTRACTORS SHALL COORDINATE WITH OTHER CONTRACTORS, OWNER, OWNERS CONTRACTORS, UTILITY OWNERS, ETC. INCLUDING BUT NOT LIMITED TO UTILITY CONTRACTOR, EXCAVATION CONTRACTOR, ELECTRICAL CONTRACTOR, ETC.
 2. ALL NEW SIDEWALK AND CONCRETE SLABS SHALL BE 5-INCH THICK UNLESS NOTED OTHERWISE ON PLAN AND DETAIL SHEETS.
 3. ALL DISTURBED AREAS TO BE RESTORED WITH TURF UNLESS OTHERWISE NOTED.
 4. SUBGRADES SHALL BE PER DETAIL DRAWINGS OR SPECIFICATIONS, A MINIMUM OF 6-INCHES OF TOPSOIL SHALL BE INSTALLED IN ALL LAWN AND LANDSCAPE AREAS.
 5. CONTRACTOR SHALL MEET GRADES AT PROJECT OR PROPERTY LIMITS WITH A SMOOTH AND CONTINUOUS TRANSITION.
 6. ALL EROSION CONTROL SHALL BE IN PLACE PRIOR TO SITE CONSTRUCTION OR DISTURBANCE.
 7. CONTRACTOR TO VERIFY LOCATIONS OF UTILITIES PRIOR TO CONSTRUCTION. NOTIFY OWNER/ENGINEER OF ANY DISCREPANCIES.

LEGEND	
	PROJECT LIMIT LINE
	TREE LINE
	TURF RESTORATION
	CONCRETE SIDEWALK
	DRAINTILE
	FLOOD PLAIN
	OHWL

WARNING

LOCATION OF UNDERGROUND UTILITIES
TO BE VERIFIED BY CONTRACTOR

GOPHER STATE ONE CALL

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Cost & Budget

Opinion of Probable Cost — based on 80% design, July 2026

Construction Subtotal	\$254,455
Contingency (10%)	\$25,445
Estimated Project Total	\$279,900

Budget Notes

- Electrical is an allowance
- Shelter material cost is not included — purchased by the City.
- Stage foundational footings are carried as an allowance, to be refined once structural design is complete.
- Excavation below subgrade is an allowance, paid only if poor soils are encountered.

Project Schedule

Path to bidding and award — pending City Council direction

Date	Milestone
Jul 22	Plans to City for review / comment (complete)
Jul 28	City Council meeting — confirm final project direction and comments to MSA
Aug 6	95% plans to City for bidding approval
Aug 11	City Council confirms approval for bidding
Aug 12	Final plans and specs completed for bidding
Aug 13	Post to Quest for bidding
Aug 27*	Bid opening
Sep 2	Send bid recommendation memo
Sep 8	City Council to award project