

CHISAGO COUNTY PARK BOARD
OFFICIAL PROCEEDINGS
Thursday, June 21, 2018

At 2:58 pm, Thursday, June 21, 2018, Chairman Carlson called the meeting of the Chisago County Park Board of Directors with the following members present: DuBose, Carlson, Kaiser, Seicheneder and Storm. Absent: none. Also present: Laird Mork, Park Director; Mike Robinson, County Commissioner; Ken Roberts, Chisago County Planner, Kurt Schneider, Environmental Services Director, Jesse Boyle of the Lakes Area Mountain Bike group and Ben Mulin with the Woolly Mountain Bike Club.

Director DuBose offered a motion to approve the Agenda for the Board of Directors meeting. Second by Director Kaiser and **carried unanimously**.

Director DuBose offered a motion to approve the minutes of May 17, 2018. Second by Director Seicheneder and **carried unanimously**.

Attendees, Boyle and Ben Mulin with the Woolly Mountain Bike Club reviewed details on routing and explained design plans to avoid use conflicts with current trail users. Park Board members also considered the need for a Memorandum of Understanding, a waiver and use agreement to manage the new activity. With this discussion Park Board Directors grew confident that the addition of mountain bike trails would not only fit in at the park but add value for the community. Motion by DuBose, second by Carlson to move forward with the mountain bike trail concept at Ki-Chi-Saga Park, motion passes.

Kurt Schneider shared a request from Paul Ramberg related to donating a bench in memory of a young area resident, Lofboom. The park board wanted to work on and update details related to a policy before taking any action. Kurt Schneider agreed to draft and propose a policy an upcoming meeting. No action taken.

Sunrise Prairie Regional Trail

Reported details related to completion of the Rehabilitation project 16-13. This project will be finalized at the end of June. Two final details requested by the State Grants Manager were installation of the handicap parking signs at all trail head parking lots and providing hard surface connections to the restrooms.

In addition the park board considered next steps for the trail related to the county's Master Plan. Within that discussion Park Director Mork shared work completed by the State of Minnesota and wording in the Oberstar Trail Master plan noting (The Minnesota State Parks and Trails System Plan designates the Oberstar State Trail as a "Core division-led state trail"). Mork pointed out that this is an important note in the Executive Summary. Although there seemed to be consensus that it didn't mean that it was a priority or that the State would pursue funding to complete the trail. With that noted the Park Board Directors wanted to keep it on a list of projects to pursue funding for under the County Parks and Trails Master Plan.

Swedish Immigrant Regional Trail updates and next steps were considered to maintain progress, the Park Board direction is to recommend to the county board of commissioners that an application be submitted to fund the completion of the trail into Center City. This would require the acquisition of three additional parcels and all aspects to cause the completion of the trail.

Further discussion related to the SIRT Master Plan related to the west end between the Lakes Area and Wyoming. Park Director Mork noted that he had met with the Chisago City Park Board and they were interested in working on that connection. Additionally, that there were plans in place with the new Chisago Lakes School currently under development. The Park Board felt that the City of Wyoming and Chisago City would not be likely to pursue this through completion and felt it would be desirable to have Chisago County continue to pursue planning for this segment.. To that end the following priority outline was provided.

The Park Board recognized current projects underway include the SIRT connection project Segment F, and Segment H, slated for funding and completion through the State Park in 2020.

Park Director Mork provided updates on construction progress for the Connection Segment F. All clearing, fine grading and debris removal are scheduled to be complete by mid July. The trail will be ready for paving August 1st. Mork informed members that Chisago County recently received a letter from the State Parks Division Director Erica Rivers, the letter notifying us that Chisago County was awarded a grant for an additional \$93,650.00 which will augment the budget for paving the trail.

Related to project discussion, the park board presented the following related to how staff time should be prioritized.

Priority #1 Complete the SIRT connection Segment D into Center City.

Priority #2 Complete the Sunrise Prairie Regional Trail north to the Intersection of County Road 30 and County Road 10.

Priority #3 Complete a plan and preliminary design document for the SIRT across the City of Chisago and Wyoming as identified in Segment B to determine a plan for completion.

In other business Director Schnieder and the park board indicated that it was the direction of the county to continue with the completion of the trail connection with or to Center City, Lindstrom and Chisago City as soon as possible.

Regarding the donation of property in Sunrise Township, land providing Sunrise River access. Park Board members were informed first that the County Board did approve accepting the parcel for addition to the county parks system, secondly, that correspondence had been received from the owner the day that it went to the board for approval. The correspondence read as follows;

I have just received purchase offer on the Sunrise property, the parcel which I have offered to the County, from Mary Reiter, who lives next door. Since I have already declared my intent to donate the property, I don't know if I can legally consider her offer; she has not offered any earnest money at this point. I did suggest she talk to you. Obviously a cash offer is more desirable to me than a tax deduction, but what my options are, I suppose, depend on just where we are in the process.

No Action taken.

Planner Ken Roberts reviewed details related to another segment of the plan. Mr. Roberts review has been attached as Exhibit A.

Director Kaiser offered a motion to adjourn, DuBose second, meeting adjourns at 4:50 p.m. Next meeting scheduled for June 21, 2018.

Gregg Carlson, Chair

Attest:

Laird Mork
Parks Director
Attachment:

Chisago County Park Board Meeting Minutes

Exhibit A

Chisago County Park Board

Re: Fish Lake Park — Master Plan Review

INTRODUCTION

Fish Lake Park is one of the five parks in the Chisago County Parks system. This park is located on the eastern end of Fish Lake, along County Road 65 in the City of Harris and Fish Lake Township. County staff is preparing, with the input of the County Park Board, a Master Plan for this park. The purpose of this memo is to provide the Park Board with an opportunity to review several proposed elements for Master Plan for Fish Lake Park.

BACKGROUND

On April 20, 2016, the County Board approved the updated County Comprehensive Parks and Trails plan. The update plan included new vision and mission statements for the county parks and trails, updated information about demographics and recreation trends in the area and in Minnesota and an overview of the existing facilities and redevelopment needs for each park and trail in the County.

On December 14, 2017, County staff reviewed and discussed with the County Park Board the planning requirements for creating a Master Plan for Fish Lake Park. The Park Board was supportive of staff proceeding with the preparation of a Master Plan for the park with the understanding they would be heavily involved with the information and development of the plan.

On May 17, 2018, the County Park Board reviewed the proposed park development master plan for Fish Lake Park, toured the park and reviewed proposed survey questions. The Park Board offered a few comments about the proposed park development Master Plan and recommended staff use the proposed survey questions for public input into the park master planning.

DISCUSSION

Attached to this memo are the draft programming plan, research plan, implementation, management and sustainability plans and the park operations and management plans for Fish Lake Park. I prepared these parts of the master plan from my knowledge of Fish Lake Park, from the input provided by the County Park Board and from information I found in master plans for other regional parks in Minnesota. The goal of this information is to provide the County (and other park users) with a fairly detailed outline of the possible programming and research that County foresees occurring at the park as well as how the County will implement the Master Plan and management, sustainability and operating plans the park going forward.

Proposed pages 67-69 include tables with the proposed phasing for the potential park improvements listed in the Master Plan. I have provided space in each table for cost projections for each potential improvement but I do not have accurate estimates as to the cost of each item.

It is important to note that County should not finalize this part of the Master Plan until after the public input and surveys are complete. This is to ensure this part of the Master Plan reflects the public's goals and vision for Fish Lake Park and not just those of staff and County Park Board.

PARK MASTER PLAN DEVELOPMENT PROCESS

The Greater Minnesota Regional Parks and Trails Commission (GMRPTC) has provided information about park master plans including what they are and how detailed they need to be. They note that "the intent of a master plan is to clearly describe the regional-level purpose and key features of the park. Describing unique features and how the park will provide a high quality outdoor experience is especially important." They also note that the master plan "needs to convey the overall development intent, which typically includes a graphic plan and an accompanying description of development features. It does not have to include detailed designs of construction level plans."

The GMRPTC has many requirements for a park master plan that an agency must include to make the park potentially eligible for regional designation. These include an introduction/overview of the park, a note about the implementing agencies, information about the setting and regional context and site information, the vision, trends and public values for the park and a statement defining the regional significance of the park. In addition, they require information about the development master plan, an ecological/land resources plan, a programming plan, a research plan and an implementation, management and sustainability plan for the park. (Please see the attached information from GMRPTC for more details about these requirements). As one can see for this list of required information, there are many areas of information that the County will need to research, prepare and include in the Master Plan for Fish Lake Park. County staff will be able to assemble much of this information but there are some elements the county may need assistance with to make the Master Plan as complete as possible. It also is important to note that the master plan will be a dynamic plan and it will evolve as it moves through the implementation steps and benefits from new findings on recreational trends and operational experiences in the years to come.