



Parks and Recreation Commission

Wednesday, June 12, 2024

6:30 PM

Elk River City Hall

Regular Meeting & Work Session Agenda

- Regular meeting in Council Chambers
 - Work Session meeting in Upper Town Conference Room immediately following regular meeting
-

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSIDER MINUTES

4.1 Minutes

5. OPEN FORUM

An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.

6. ACTION ITEMS

6.1 Just for Kix Walkathon

6.2 Hillside Beginner's Trail

6.3 Park Dedication - Briggs Estates

6.4 Scout Island Park

7. DISCUSSION ITEMS

7.1 Disc Golf Course Open House Recap

8. ASSISTANT CITY ADMINISTRATOR UPDATE

9. ANNOUNCEMENTS

10. MOTION TO ADJOURN REGULAR MEETING

11. WORK SESSION – UPPER TOWN CONFERENCE ROOM

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

11.1 Great Northern Trail Amenities Grant Opportunity

11.2 PT Complex Welcome Plaza

12. MOTION TO ADJOURN

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity





**Meeting of the Elk River
Parks and Recreation Commission
Held at the Elk River City Hall
May 8, 2024**

Members Present: Chair Dave Anderson, Commissioners Greg Loidolt, Mike Niziolek, Hal Stewart

Members Absent: Ryan Holmgren, Joy Goodwin, Jill Varty

Council Liaison: Councilmember Mike Beyer

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, Senior Administrative Assistant Dawn Larson

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Parks and Recreation Commission was called to order at 6:30 p.m. by Chair Anderson.

2. Pledge of Allegiance

3. Consider Agenda

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to approve the May 8, 2024, agenda. Motion carried 4-0.

4. Consider Minutes

Moved by Commissioner Stewart and seconded by Commissioner Niziolek to approve the April 10, 2024, Parks and Recreation Commission Minutes. Motion carried 4-0.

5. Open Forum

6. Presentations, Awards, and Recognition

7.1 Healing is Possible 5K

Jonna Phillips, 519 Old Hwy 35 S Hudson, Wisconsin, is the Executive Director of a nonprofit called the Veteran Resilience Project. She is also a current serving military member. Mrs. Phillips shared that the organization provides free trauma therapy called EMDR (Eye Movement Desensitization and Reprocessing) to Minnesota Veterans, service members, and spouses. They have about 60 therapists serving people around the state. They have a board member and a couple of therapists that live in the Elk River area.

They are trying to get further out into rural areas, so they want to partner with different regions to do outreach. This is their first 5k fundraising walk. They will follow the pre-established route that City of Elk River staff provided that other 5ks have done such as the Thumbs Up 5k.

The Commission did not have any questions and agreed to allow the event to take place. Chair Anderson asked her to come back and give an update after the event.

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to approve the Healing is Possible 5K walk at Orono Park. Motion carried 4-0

8.1 Hillside Beginners Area Proposal

Derek Burchill, 14481 Iodine Street in Ramsey, is the MORC (Minnesota Off-Road Cyclists) trail steward for Hillside Park. MORC would like to put in a beginner's area at Hillside for younger and inexperienced riders to gain experience and confidence to feel out mountain biking before getting out on the trails in the woods.

Mr. Burchill shared that mountain biking can be intimidating if never done before. Beginner's areas are rare in Twin Cities areas so it would be nice to have one in the northern metro area. The area right off the parking lot near the picnic table and bench is grassy and not very viable for parking or adding onto an existing trail. Total trail mileage would be about a mile and the kids would be visible for the entire loop allowing parents to watch from their car or a bench.

The trail design includes an outer loop that is easier and an inner loop that would progress to more difficult. The trail would be built with volunteer labor and possibly some dirt and lumber from the City of Elk River. Mr. Stremcha asked for clarification for the Commission on the parking lot boundary and how the new trail would affect that. Mr. Churchill pointed out that the boulders along the side of the parking lot would be the boundary.

Chair Anderson expressed that he would like to see a budget for the project. He said the commissioners ideally plan things a year in advance. Mr. Stremcha said that a dollar amount could be put together within the next month for the project and that Mr. Churchill is collaborating with staff on the project.

Mr. Churchill said he would not need much from the city this year to get the initial trail in. Mr. Stremcha explained that a new paved parking lot is included in the 2025 capital outlay plan. Chair Anderson said he would like this trail plan laid over the parking lot plan for the next meeting.

The commission asked if Mr. Churchill believed the parking lot would need to be bigger. He said he did not think so and that right now as just a dirt circle it is rarely full. Mr. Stremcha said he believes it would be finished as a rectangle.

Mr. Churchill explained that he designed the trail to go around the kiosk. They discussed the trail going further into the forest, but Mr. Churchill said moving the existing trail in the woods is not a good option.

Chair Anderson asked if there is a current trail map. Mr. Churchill shared that the blue lined trail map off Trailforks website is current but not the one on the kiosk. Mr. Stremcha said moving forward with the trail now would be a suitable time to update the trail maps on everything.

Chair Anderson asked if the plan is to bring this forward to next month's meeting as an action item and if so, Chair Anderson would like to visit the site and see it staked out. Mr. Churchill explained that he did have it painted out, but the rain washed it out, but he can get it marked out again.

He could design the course to just stay in the grassy area, but he would like to bring riders up into the woods a bit. Chair Anderson asked when the new trail could get up and running. Mr. Churchill said they could get it up and running with dirt work and rocks this year. If he could get a dump truck or two of black dirt work that would help, and all the extra things could wait.

Mr. Stremcha referenced the Hillside Park master plan amenities and how they would fit into this plan. Mr. Churchill said he had not seen the master plan before. Commissioner Niziolek said that it is imperative that Mr. Churchill review the master plan before they move forward. Chair Anderson questioned how the trail could hinder future development if it were built now.

Mr. Churchill will review the master plan so all these concerns can be addressed when it is presented as an action item at the next meeting. Mr. Stremcha shared that the master plan is available via the City of Elk River website and that there is just a wish list of amenities for the park based on user input. The commission would like the master plan link sent to them to review before the next meeting.

8.2 Sherburne County Collaboration: Great Northern Regional Trail

Gina Hugo, Sherburne County Parks Director, presented her report and slide show of the Great Northern Regional Trail Partnership and legacy grant funding proposal.

Mrs. Hugo explained that the GNT is a recreational resource shared between five agencies. The GNT corridor affects many stakeholders over a span of 30 miles from Elk River to Milaca. During the first year of the partnership, in 2020, a Memorandum of Understanding between an initial four agencies was set up to create the framework for the future. In 2023 the MOU was updated, and a master plan has been created. Now, in 2024 the focus is on the legacy grant proposal.

Mrs. Hugo explained that the current trail head begins in Elk River at County Rd 1. Commissioner Niziolek suggested shifting this spot to the access coming out of Meadowvale Rd. where most trail users park and hop onto the trail from there. Mrs. Hugo explained that there would be additional public engagement to gather input on these types of things. Chair Anderson suggested including the school district with the public engagement piece as well. Chair Anderson said that feature three would have concerns for ski trail groomers in the winter to have space to turn around and make that loop. Commissioner Niziolek pointed out there could be issues with power lines in that area as far as the structures are concerned and they may have to go further north or south.

Features three and four in Mrs. Hugos presentation would include limiter gates which would serve the importance of creating physical barriers to make cyclists to slow down before approaching roads and to keep motorized vehicles off the trail. Commissioner Niziolek asked about the proximity of the road to the limiter gates. Mrs. Hugo was not sure of the distance yet but that would be determined further into the design process. Commissioner Niziolek shared concerns about the grade separation between the trail and the road. Mrs. Hugo said that concern could be addressed.



Mrs. Hugo shared that feature five is an interpretive sign about the landfill and the last feature within the City of Elk River boundaries. Its purpose is to inform users about the landfill as they ride past it. Mrs. Hugo reiterated the design process and public engagement will cover details as the project moves on and this is just a proposal. Mrs. Hugo then reviewed the portions of the trail that go into other cities and reviewed the City of Elk River's cost participation of features one through five. Payment would be paid to Sherburne County and occur at the end of construction in 2027.

Mrs. Hugo explained that the purpose for the presentation tonight is for the commission to consider the information and to provide a resolution of support for the grant proposal. Chair Anderson suggested that this item should come back as an action item for the June Parks and Recreation Commission meeting.

Mr. Stremcha asked if the trail head signage is the priority or if other shade structures such as one at Watson Street are more of a priority. Mr. Stremcha questioned if it is more beneficial to have different features than those already proposed and to examine the priorities for project funding. Chair Anderson asked how the timeline for the resolution and grants would be affected if the plan were changed and if the monetary amounts would change. Mrs. Hugo confirmed that any changes would affect the monetary amounts but that there is still time for changes to meet the grant deadline at the end of July.

Commissioner Niziolek suggested there should be a mini work session to consider things the commission could do to enhance this proposal. Councilmember Beyer agreed that they have the June and July meetings yet to meet the grant deadline and they should also include the two commissioners that are missing tonight in making these decisions.

Mrs. Hugo confirmed that if they had a work session in June costs could be estimated by July 31st but the latest they could create a resolution of support would be at the July meeting. Commissioner Niziolek asked if during the application of the grant they are bound to any rules and regulations. Mrs. Hugo said not compared to how it is used now. Commissioner Niziolek is concerned about E-bike usage and/or when the GNT is closed during Nordic skiing and the possibility that the Park Stewards would be forced to plow the trail preventing skiers. Mrs. Hugo said she can check on that. Mrs. Hugo said if the Commission can put together a list of their questions, she can ask the grant coordinator about this.

Chair Anderson expressed that he would like Mrs. Hugo to participate in the June work session. Mr. Stremcha asked Chair Anderson if there should be an agenda for the work session or if it should be a blank slate. Chair Anderson confirmed to keep the agenda a blank slate. Mrs. Hugo said she believed she would be able to attend.

Commissioner Niziolek asked about the landfill and if the City of Elk River has the potential for future ownership. Mr. Stremcha said that landfill could extend into Livonia township or close entirely and if it closes the city gains ownership.

8.3 Scout Island - Scout Service Project

Mr. Stremcha presented his report and slideshow. Commissioner Niziolek said it would be difficult to create a crossing to the peninsula. Mr. Stremcha clarified that the DNR will not allow the current



feature to be improved or moved. If a trail is created on either side of the water, the DNR sees it as encouraging the public to attempt an unsafe access to the island.

Commissioner Niziolek said that the island is very cool and that a significant effort should be made to make a way to get to the island. Mr. Stremcha said that the only option would be to pivot and create a path and bench on the same side and not cross over to the island. He clarified that as the situation stands right now, the answer is no to the project proposal. Chair Anderson said he has no idea when the culverts were put there. Commissioner Niziolek is asked if there is signage identifying the park boundary. Chair Anderson said he already has the signs for the park land boundaries, and they could go up at any time.

Chair Anderson said that this agenda discussion highlights the importance of this vetting process as frustrating as it may be. This project may need to be saved for another scout and Chair Anderson will have to produce a new project for the scout that was part of this proposal. It was clarified that no action is needed tonight, the item was just a discussion.

9. Division Manager Updates

9.1 Assistant City Administrator Update -May 8, 2024

Mr. Stremcha presented his report.

10. Announcements

11. Adjourn Regular Meeting

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to adjourn the regular meeting of the Parks and Recreation Commission at 7:45 p.m. Motion carried 4-0.

12. Work Session

The work session meeting of the Elk River Parks and Recreation Commission was called to order at 7:54pm by Chair Anderson.

12.1 Athletic Facilities Master Plan

The Commission reviewed the existing version of the potential athletic facilities master plan. Mr. Stremcha shared changes that had already been discussed at the previous meeting. Some of these changes included different viewing options such as berms at the PT Complex and the redesign of Oak Knoll with more of a pinwheel concept with parking on the outside. Mr. Stremcha explained that this meeting was to gather any additional change requests to send to HKGi before they create the final version.

Commissioner Niziolek says that he sees the trend drifting away from neighborhood fields vs. regional complexes. Mr. Stremcha explained this is happening similarly with park/playground locations and park amenities as well. Commissioner Niziolek said he does not think it is for the same reasons and that regional playgrounds are becoming popular due to lower usage in neighborhood



ones but not the same with complexes. He shared that he thinks the athletic complexes are not providing the neighborhood feeling and usage and driving economy when they are so far out.

Commissioner Loidolt said that satellite fields like Oak Knoll were hard to staff when he used to schedule them. He thinks that fields are better when they are regionalized because they are compact with everything needed in one place and kids of different ages can all play together.

Mr. Stremcha shared that the Blaine complex location experienced buildup around the location due to the usage. He shared that in our case the HWY 10 corridor just needs to be built up in general and that would support users of the PT Complex. Mr. Stremcha appreciates the work that HKGi has done so far, and it is time to move forward with a plan. He pointed out that the master plan is a conceptional plan to be used as a guide, creating a framework focusing on priorities until it is built and budgeted for, nothing is set in stone. Changes could be made as each phase is done if necessary.

Commissioner Niziolek asked how the school district figures into the plan regarding Oak Knoll. Mr. Stremcha shared that the plan is for the Tech Center and Ivan Sands school to be demolished by 2026. The school district is already on board with this plan. The current phasing set up in the athletic fields master plan fits all the needs of each current complex, any interested parties and project plans.

Commissioner Niziolek asked if the compost site by Public Works will remain in the same location. He shared concerns about the smell that he feels should be addressed. Mr. Stremcha confirmed that the compost site will remain in the same location.

Commissioner Loidolt asked about creating screening or a sound block of some kind along the train tracks. Commissioner Niziolek suggested that they collaborate with the school district to start planting trees along the train tracks as soon as possible so they have time to start growing.

Chair Anderson said that for 50 million dollars we would be better off starting with a new piece of land and starting from scratch. Chair Anderson shared concerns about how close the fields are to each other at Oak knoll already and that it is being redesigned to be put back together just as tight. Chair Anderson shared concerns that for 50 million dollars if the goal is to build better quality, the fields are still spread out and all the amenities appear jammed together.

Chair Anderson mentioned that there was some discussion in the past about adding a miracle field, but they decided not to do it. He questioned if that is something the commission would be interested in doing now. Mr. Stremcha said he does not think it hurts to include it even if it moves the timeline out since all the projects would be subject to funding anyway. This project would be funded by bonds and potentially a local option sales tax.

Commissioner Niziolek mentioned that the two ball fields at Lion John Weicht Park would still be sitting in the middle of nowhere while the other fields are all out everywhere else.

Commissioner Niziolek asked why the City of Elk River cannot create a mini version of the City of Blaine complex. He shared that the gravel pits could create a larger landscape to work with if it were possible to take those over.

Commissioner Loidolt said that the design for the fields in Oak Knoll is very comparable to the current pinwheel at PT Complex. He also shared that flying balls come flying from all directions and the only way to prevent getting hit is to raise the fences higher.



Commissioner Niziolek asked about the potential for using the space the compost site is on at Oak Knoll. Mr. Stremcha said it would also be just as easy to acquire the houses along Proctor for more room. He reiterated that these concepts are a moving target.

Commissioner Stewart asked if this proposal could be redone, and Mr. Stremcha explained that we are maxed out on the budget for this project. Chair Anderson shared that he feels the plan should start over with the current commissioners partially because no one that was on the original subcommittee for the project is still on the board.

Commissioner Niziolek pointed out that what youth are doing in 10 years could change. Mr. Stremcha said that is why the project is phased out. Things can be changed as the project moves forward. Mr. Stremcha said it is good to have a concept, but we still need to fund all of this, and that could take 20 years.

Commissioner Niziolek asked if staff had the trending numbers for field projection. Mr. Stremcha confirmed that about a year ago HKGi presented the trending numbers and that trends can continue to change all the way up until the buildout of each phase.

Chair Anderson asked about seating at the PT Complex. Mr. Stremcha reminded the commission that at the last meeting it was brought up to add berms around the fields for viewing. Chair Anderson asked why they would not want to add bleachers. Mr. Stremcha said the idea was to create a blanketed feel and less cost and that we could leave space for bleachers. Mr. Stremcha said another option would be to berm one side and put bleachers on the other. Also, if the intention is to have yard chairs, then it would be best not to have berms.

Chair Anderson said that he would feel more comfortable with a “conceptional plan” vs. a master plan. Mr. Stremcha reiterated that at the end of the day the commission can change things in a master plan all the way up until the time amenities and features are built out. A master plan or concept plan is what staff, professional consultants and the commission have planned out, but those items can change as projects come up in the timeline.

Commissioner Niziolek asked if there was a budget plan for the athletic fields master plan. Mr. Stremcha confirmed that funding would come from bonding and park dedication cash for the beginning in 2026. Chair Anderson asked about dimensions on the fields due to concerns about seating and space for kids to walk in between the fields.

Commissioner Loidolt pointed out that currently the city does not have additional land anywhere to dedicate as a blank slate for fields and the youth in this community need updated fields now. He believes that the commission should act now and pivot if the city comes across more land later. Chair Anderson said that he wants to look at other options for land and not just jam stuff into the field areas that currently exist.

Commissioner Loidolt asked Mr. Stremcha if HKGi could give the Commission the scale of measurements for the distance between fields. Chair Anderson would then like to go over the concepts with all seven commissioners.



Chair Anderson would like to see the version of Oak Knoll and potentially vote on this in July. Chair Anderson asked if Warren Ellingworth, the Parks and Recreation Sports Coordinator, could be to at the next work session for the Athletic Facilities Master Plan discussion. Chair Anderson would also like the HKGi dimensions for the concepts and then commissioners would walk it out before the meeting. Commissioner Niziolek said he thinks that there should be two separate work sessions for this project.

II. Adjournment

There being no further business, moved by Commissioner Loidolt and seconded by Commissioner Stewart to adjourn the Parks and Recreation Commission work session at 9:04 p.m. Motion carried 4-0.

Minutes prepared by Dawn Larson.

Dave Anderson, Chair

Tina Allard, City Clerk





Request for Action

To
Parks and Recreation Commission

Item Number
6.1

Meeting Date
June 12, 2024

Prepared By
Karen Wingard, Farmer's Market/Event Coordinator

Item Description
Just for Kix Walkathon

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Approve, by motion the Just for Kix Walkathon at Woodland Trails Regional Park on Saturday, July 13, 2024.

Background/Discussion

Karissa Leistico, Just for Kix Representative, will present her proposal to hold the Just for Kix Walkathon at Woodland Trails Regional Park on Saturday, July 13, 2024.

Financial Impact

None.

Mission/Policy/Goal

Work with citizens to achieve goals.

Attachments

- I. Elk River - Just For Kix

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FUNDRAISER



Just For Kix - Elk River



Did We Mention 7 Days and 6 Nights of Fun?

Along with an unforgettable performance, the Just For Kix Reliaquest Bowl Performance Tour is also known for unforgettable fun for dancers, coaches/studio owners, and family members. A wide variety of destinations, events and free time make the tour one step above the rest!

- **A New Year's Eve celebration** Talent Show casting you and your friends, followed by a dance party to be remembered!
- **Clearwater Beach** in December! A day in the sand at one of the top beaches in the US and shopping on Pier 60.
- **Visit one of the Walt Disney World or Universal Theme Parks.** Take your pick - it's a full day of exploration and thrill!
- **Excursion to Busch Gardens** - the rides, the shows, the animals, and the parks. Always a dancer favorite!
- **Dinner Cruise** - Enjoy the views of Tampa Bay during dinner aboard one of the Starship Yachts.
- **Viewing Party** for all dancers, tour participants, and attendees. A night to remember with dinner, team awards and closing thoughts. Ending with a slide show and 6 viewing of the performances.

What our dancers will get to experience:



Sample Schedule

December 27th	Arrival, Practice
December 28th	Practice and Beach
December 29th	Band Practice & Busch Gardens
December 30th	Practice and Dinner Cruise!
December 31st	Game Day Performance & Viewing Party
January 1st	Disney or Universal Studios
January 2nd	Departure

*schedule may vary year to year



Thank you for your time and consideration!





Request for Action

To
Parks and Recreation Commission

Item Number
6.2

Meeting Date
June 12, 2024

Prepared By
Karen Wingard, Farmer's Market/Event Coordinator

Item Description
Hillside Beginner's Trail

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested
Approve, by motion, the Hillside Beginner's Trail construction.

Background/Discussion
Hillside Park Steward and MORC member Derek Burchill, will present final design plans for the construction of the Beginner's Trail at Hillside Park.

Financial Impact
Project costs will be presented at the meeting.

Mission/Policy/Goal
Work with citizens to achieve goals

Attachments
I. Hillside Beginner Map Overlay

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1

75-00002-1200



Request for Action

To
Parks and Recreation Commission

Item Number
6.3

Meeting Date
June 12, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Park Dedication - Briggs Estates

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Recommend, by motion, a Park Dedication Fee for Briggs Estates to be paid in cash, at the applicable rate for the final platted acres, at the time of recording.

Background/Discussion

The property is zoned as a Focused Area Study - Subzone D (FAST) with a minimum lot size of 11,000 square feet. The applicant is requesting a simple plat to subdivide their 6.8-acre property into two parcels (Briggs Estates). Lot one will be approximately 6.00 acres in size and Lot two, which contains the house, will be approximately 1.25 acres, with the remainder as right-of-way. Access to the site will be from 175th Avenue.

Financial Impact

None.

Mission/Policy/Goal

Opportunity to live, work, and play.

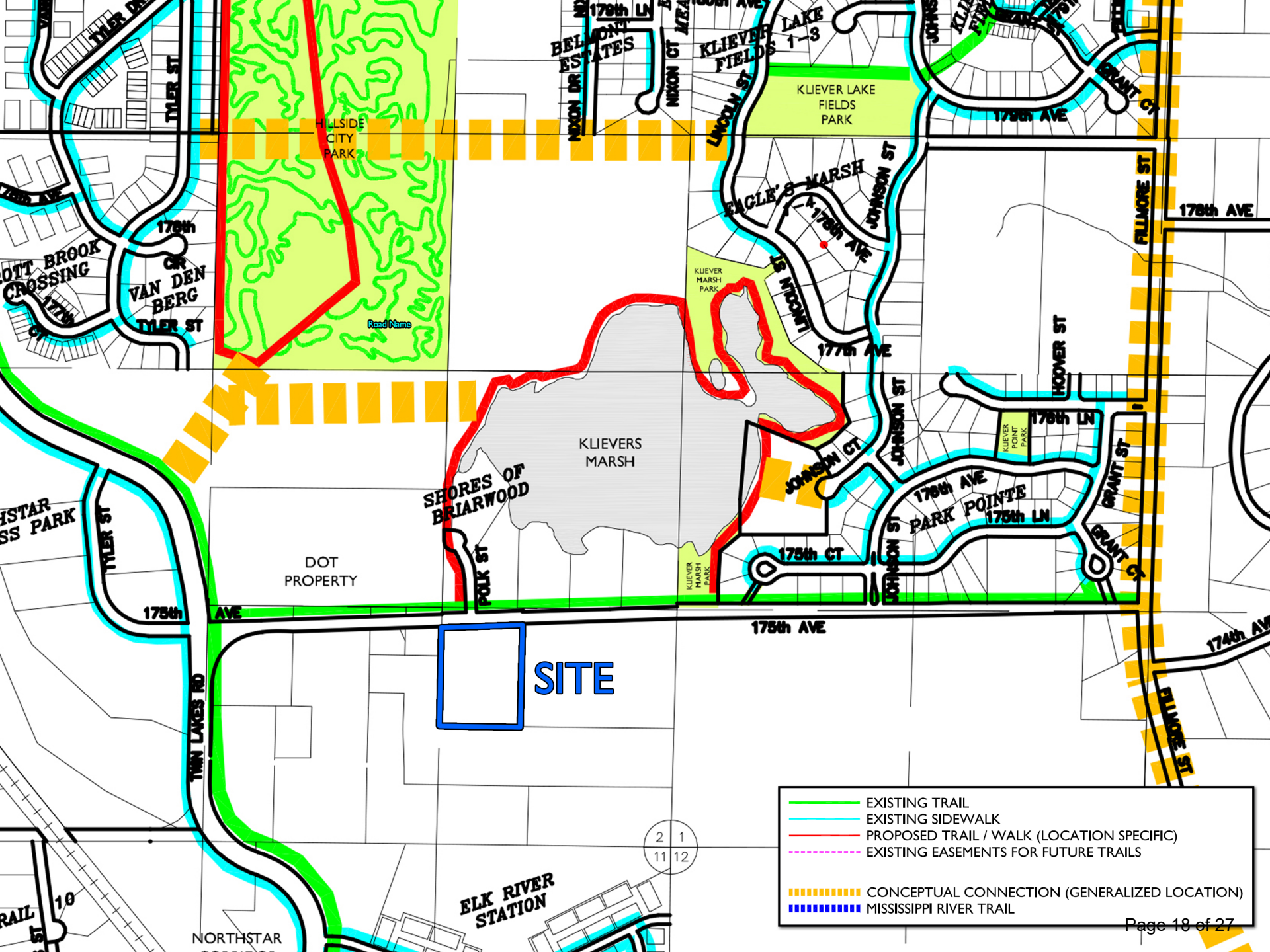
Attachments

1. Master Trail Plan
2. P 24-05 Location Map
3. Plat

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Project Location Map

Pat Briggs

Plat

Case No: P 24-05

KNOW ALL PERSONS BY THESE PRESENTS: That Patrick L. Briggs, as trustee of PLB Revocable Trust Agreement, dated October 31st, 2013 A.K.A. PLB Revocable Trust, owner of the following described property situated in the County of Sherburne, State of Minnesota, to wit:

All that part of the North Half of the Southeast Quarter of the Southeast Quarter (N ½ SE ¼ SE ¼), Section Two (2), Township Thirty-two (32), Range Twenty-six (26), lying West of the East 853 feet thereof, Sherburne County, Minnesota. Excepting therefrom that part thereof that lies North of a line 33.00 feet North, as measured at right angles to the following described centerline of a former Township Road now known in part as 175th Avenue Northwest, said thoroughfare having a width of 66.00 feet; commencing at the Southwest corner of the Southwest Quarter of the Southeast Quarter (SW ¼ SE ¼) of Section Two (2); thence South 89 degrees 37 minutes 23 seconds West; assumed basis bearings, along the South line of the Southwest Quarter (SW ¼) of said Section Two (2) for 293.37 feet; thence North 00 degrees 22 minutes 27 seconds West for 33.00 feet to a point to be hereinafter known as Point "A" for the purposes of this description; thence South 89 degrees 37 minutes 23 seconds West parallel with said South line of the Southwest Quarter (SW ¼) for 434.95 feet, more or less, to intersect the Northeasterly line of the right-of-way of Burlington Northern Railroad Company at the actual point of beginning of the centerline to be hereby described; thence return North 89 degrees 37 minutes 23 seconds East to said Point "A"; thence Northeasterly and Northerly along a tangential curve to the left, radius 299.87 feet for a central angle of 88 degrees 42 minutes 19 seconds and a length of 464.26 feet; thence North 00 degrees 55 minutes 04 seconds East tangent to said curve for 554.93 feet; thence Northeasterly and Easterly along a tangential curve to the right, radius of 317.09 feet, for a central angle of 86 degrees 49 minutes 40 seconds and a length of 480.52 feet; thence North 87 degrees 44 minutes 44 seconds East tangent to said curve for 2,301.27 feet, more or less, to intersect with and terminate said centerline at the East line of said Southeast Quarter (SE ¼) of Section Two (2) at a point thereon a distance of 17.31 feet South of the Northeast corner of the South Half of said Southeast Quarter (S ½ SE ¼).

Has caused the same to be surveyed and platted as BRIGGS ESTATES and does hereby dedicate to the public for public use forever the easements as shown on this plat for drainage and utility purposes only, and also dedicating to the public for public use forever the avenue as shown on this plat.

In witness whereof said Patrick L. Briggs, as trustee of PLB Revocable Trust Agreement, dated October 31st, 2013, has hereunto set his hand this _____ day of _____, 20____.

Patrick L. Briggs – Trustee of the PLB Revocable Trust Agreement, dated October 31st, 2013

STATE OF MINNESOTA COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Patrick L. Briggs, as trustee of PLB Revocable Trust Agreement, dated October 31st, 2013

(Signature) _____ Notary Public, _____ County, Minnesota

(Printed Name) _____ My Commission Expires _____

I hereby certify that this plat was prepared by me or under my direct supervision; that I am duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that monuments depicted on the plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Craig Wensmann, Land Surveyor Minnesota License No. 47466

STATE OF MINNESOTA COUNTY OF _____

The foregoing surveyor's certificate was acknowledged before me this _____ day of _____, 20____, by Craig Wensmann, Land Surveyor, Minnesota License Number 47466.

(Signature) _____ Notary Public, _____ County, Minnesota

(Printed Name) _____ My Commission Expires _____

Approved and accepted by the City Council of the City of Elk River, Sherburne County, Minnesota at a meeting held this _____ day of _____, 20____.

Mayor _____ City Clerk _____

Pursuant to Sherburne County Ordinance Number 006, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505, Minnesota Statutes this _____ day of _____, 20____.

Sherburne County Surveyor _____

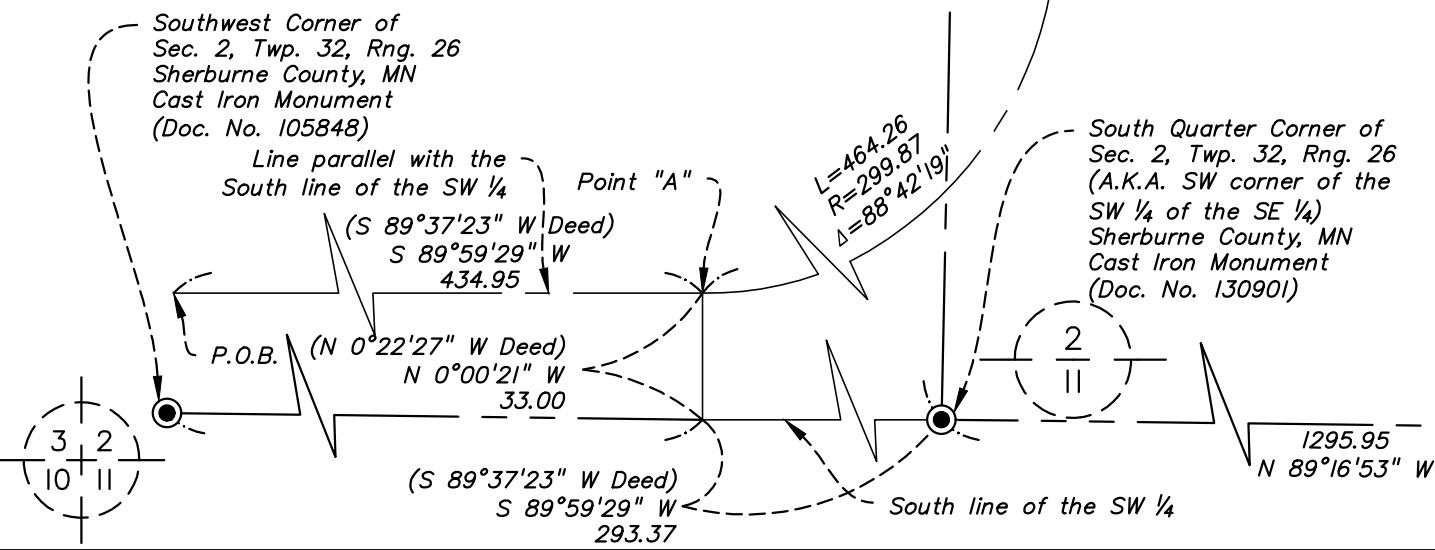
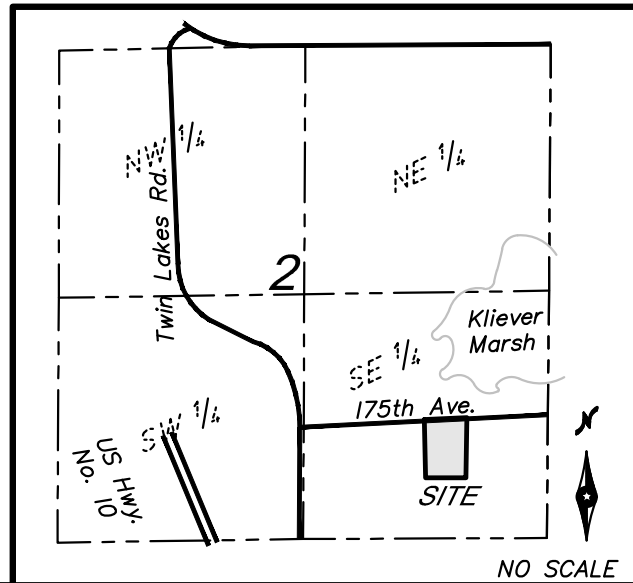
I hereby certify taxes payable in the year _____ on lands herein described are paid in full, and there are no delinquent taxes, and that transfer was entered this _____ day of _____, 20____.

Sherburne County Auditor/Treasurer _____

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this _____ day of _____, 20____ at _____ o'clock ____M. and was duly recorded as Document No. _____.

Sherburne County Recorder _____

VICINITY MAP
Sec. 2, Twp. 32, Rng. 26
Sherburne County, MN



Drainage and Utility Easements are shown thus:
N.T.S.
Being 10 feet in width and adjoining right-of-way lines, also being 5 feet in width and adjoining lot lines, unless otherwise indicated, as shown on plat.

- LEGEND:**
- Denotes found iron monument
 - Denotes set ½ inch by 14 inch iron monument with a plastic plug stamped R.L.S. 47466
 - ⦿ Denotes found cast iron monument
 - ◆ Denotes found stone/conc monument
 - ▤ Denotes delineated wetland interior
 - LS 21729 Denotes Rick Blom, LS
 - Denotes easement
 - Denotes right of way
 - Denotes existing adjoiners
 - Denotes wetland

Southeast Corner of Sec. 2, Twp. 32, Rng. 26 Sherburne County, MN Stone Monument (Doc. No. 132408)

BOGART, PEDERSON & ASSOCIATES, INC.



Request for Action

To
Parks and Recreation Commission

Item Number
6.4

Meeting Date
June 12, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Scout Island Park

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Approve, by motion, a recommendation to the City Council that parcel: 75-00132-2125 be recognized as an open space/undeveloped park and named "Scout Island Park."

Background/Discussion

This parcel is owned by the city and the land was acquired through various quitclaim deeds and conveyance of forfeited lands in 1945, 1963, and 1988. This property has a long-standing history of utilization as undeveloped parkland by the Scouts. The Scouts are interested in developing this area as a service project in the future.

Their future project may include the following:

- Construction of a new access path (shown in red on the attachment).
- Clean up the historical trail (shown in blue) by removing debris.
- Install boundary signs along the common boundary with parcel 75-00934-0125.
- Installing a rustic sign "Scout Island" (near the south of the blue line).
- A rustic picnic table will be built near the northern end of the peninsula (near the north end of the blue line).
- Improve access to the island by removing (or mitigating to DNR standards) the existing concrete culverts and replacing them with a dock or bridge crossing through grant funding opportunities.

The new access trail may be a rustic path involving the removal of buckthorn. No dirt work or seeding is included in the concept. The trail is necessary because of the adjacent land redevelopment and acquiring a new access easement for access.

Financial Impact
None.

Mission/Policy/Goal

Explain how this meets the city's mission, current policies and/or council goals

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A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Attachments

I. Scout Island

75-00132-2105

75-00132-1205

75-00132-2125

3

3

75-00132-1300

3

75-00909-0010

1

75-00794-0105

3

75-00132-4106

3

75-00909-0110

75-00909-0115

75-00132-3105

75-00528-0310

1



Request for Action

To
Parks and Recreation Commission

Item Number
7.1

Meeting Date
June 12, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Disc Golf Course Open House Recap

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Discuss the disc golf open house key takeaways and provide staff with direction based on user group feedback.

Background/Discussion

Staff facilitated a community open house to solicit feedback from user groups. Key takeaways from the open house were categorized within the following themes:

- Current Site Concerns
- Desired Topography/Locations
- User Needs/Amenities
- Size/Scope
- Course References
- Other

A summary of the key takeaways is included in the packet.

Financial Impact

None

Mission/Policy/Goal

Work with citizens to achieve goals

Attachments

- I. Disc Golf Open House - Key Takeaways (April 10, 2024)

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Disc Golf Open House

Key Takeaways – April 10, 2024

Attendees: Russ Langer, David Anderson, Tony McCauley, Larry Collins, Hal Stewart, Zach Ruprecht, Katie Ellsworth, Mike Niziolek, Tim Schreder, and Joe Stremcha.

Current Site Concerns

- Cement Tee boxes and baskets are in poor condition and sinking
- Stinging nettles and wet/bog landscape
- Lack of Signage
- Too small and overlapping holes
- Course is too beginner friendly
- Afterthought location based on landscape, park focus

Desired Topography/Locations

- Size for 18 independent holes
- Topography changes/variety
 - Water/creeks
 - Forest
 - Open fields
- Quiet and secluded in the county vibe

User Needs/Amenities

- Quality signage
 - QR code with map
 - Course Rules
 - Hole layout/Par length
- Benches every 3-4 holes
- Park exterior walking trails (grass or paved)
- Porta potty restrooms
- Pet waste stations
- 20 stall parking
 - 100 yards or less from start/end
 - Gravel acceptable, pave if possible

Size/Scope

- Mix of difficulties
 - Some beginners 4-5
 - Most Intermediate 9-10
 - Some Experienced 4-5
- Dual tee pads, long/short (men's/women's)
- 18 independent holes
- Varying hole lengths

Course References

- *#1* Montissippi (Monticello)
- White Bear Lake
- Becker
- Barsness (Glenwood)
- Breezy Point
- Plymouth Creek Woods
- Kit Carsen Park
- Coon Rapids

Other

- Planned maintenance/volunteer course cleanups
- Potential large or undeveloped parks
 - #18 – Ridgewood East Park
 - #27 – Birch Meadow Park
 - #28 – Burr Oak Park
 - #29 – Camp Cozy
 - #31 – Harris Island Park
 - #38 – Sedge Meadow Park
- Organized leagues/programming events.
- Practice hole



Request for Action

To
Parks and Recreation Commission

Item Number
11.1

Meeting Date
June 12, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Great Northern Trail Amenities Grant Opportunity

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Discuss a variety of Great Northern Trail amenities to be included in a grant application.

Background/Discussion

Sherburne County Parks Director Gina Hugo presented background information on the Great Northern Regional Trail and the status of the 2024 GMRPTC Legacy Grant application. Staff will have an "ala carte" list of opportunities to discuss which are priorities for inclusion within the grant opportunity. The grant application will then be presented as an action item in July.

Financial Impact

If awarded for the grant, CIP funding in 2027 will be necessary based on the projects identified.

Mission/Policy/Goal

Help, not hinder citizen quality of life

Attachments

None

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Request for Action

To
Parks and Recreation Commission

Item Number
11.2

Meeting Date
June 12, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
PT Complex Welcome Plaza

Reviewed by:
Joe Stremcha
Cal Portner

Action Requested

Discuss concepts and features to be included in the Plants and Things Recreation Complex (PT Complex) Welcome Plaza.

Background/Discussion

Plants and Things, USA has a naming rights sponsorship for the recreation complex formerly known as YAC. The sponsorship agreement (valued at \$350,000 over 10-years) includes timely development of a welcome plaza and improved safety features located at the South Entrance of the pinwheel.

Financial Impact

To be determined based on features and amenities included in the plans.

Mission/Policy/Goal

Responsible for every dollar - good stewards.

Attachments

None

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