



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

PARK BOARD AGENDA

GOODHUE COUNTY PUBLIC WORKS CONFERENCE ROOM
2140 PIONEER RD, RED WING, MN

JANUARY 31, 2019
1:30 PM

1. Call Meeting To Order.
2. Approve Minutes From Previous Meeting.

Documents:

[11-27-18 PB MINUTES DRAFT.PDF](#)

3. Cascades Tax Forfeiture Property.

Documents:

[TAX FORFEITURE PROPERTY BINDER.PDF](#)

4. AIS Project Proposal.

Documents:

[EXCERPT FROM AIS BEST-MANAGEMENT-PRACTICES.PDF](#)

5. Stanton Township Zoning.

Documents:

[DRAFT ZONING LANGUAGE-INTRO.PDF](#)

6. Nielsen Memorial Preserve MP Revisions-Designation Application.

Documents:

[GOODHUE COUNTY NIELSEN PARK REVISIONS PROPOSAL_HKGI.PDF](#)

7. SMART Representative/Alternate & Meeting Update.
8. Cannon Valley Trail Update.
9. Goodhue Pioneer State Trail Update.
10. Hastings To Red Wing Trail Update.
11. Mississippi Blufflands State Trail Update.
12. Next Meeting Date.
13. Adjourn.

The minutes will be presented for approval at the next Park Board meeting.

Goodhue County Parks, Trails and Recreation Advisory Board

Meeting Date: November 27, 2018

Meeting Location: Goodhue County Public Works – Red Wing, MN

Meeting Time: 1:30 PM

Members

Brad Anderson	Commissioner
Barney Nesseth	Commissioner
Mike Melstad	1 st District Rep
Mairi Doerr	2 nd District Rep
Bernie Overby	3 rd District Rep
Barbara Pratt	4 th District Rep
Janie Farrar	5 th District Rep
Scott Roepke	Cannon Valley Trail Rep
Roxanne Bartsh	Goodhue Pioneer Trail Rep
Greg Isakson	Staff: Director of Public Works
Jennifer Ziemer	Staff: Admin Assistant- PW
Jess Greenwood	Staff: Deputy Director/Assist Eng

Absent: Barbara Pratt, Mike Melstad, Bernie Overby.

Mairi Doerr called the meeting to order at 1:34 PM. It was moved by C. Nesseth, seconded by Janie Farrar, and carried to approve the October 11, 2018, Park Board Minutes.

Scott Reopke reported that the Cannon Valley Trail has received a grant for \$1.4 million to replace three bridges and repair an additional bridge, and this construction project will begin next fall. The CVT is working on several additional grant applications including: federal recreational trail grants in the amount of approximately \$20,000 for the purchase of a mower and permanent trail counters; a safety grant for approximately \$10,000 in misc. safety improvements; a Legacy funds grant for approximately \$23,000 towards natural resources improvements; and a MnDOT Transportation Alternatives grant for approximately \$150,000 to help with state highway water runoff that is creating erosion issues on private property and depositing large amount of sediment on the trail. The CVT is still waiting to hear if they have been approved for funding by the Greater MN Regional Parks & Trails Commission (GMRPTC) to construct vault toilets and install wayfinding signage.

Roxanne Bartsh reported that the state is still working on the acquisition of 1 mile of property for the Goodhue Pioneer State Trail to get across Goodhue County Rd 6. The GPST has received \$500,000 in grant funding and the LCCMR for the Hawkinson property acquisition by Hay Creek. They have also received a grant to finish the new trailhead in Zumbrota. Sidewalks, railings, trail information, and electronic links to current area events will all be part of this project.

Roxanne also attended the most recent Southeast MN Association of Regional Trails (SMART) meeting in Northfield and provided an update on this group as well. SMART has new leadership and plans to meet quarterly now. They covered several topics at their most recent meeting including: planning for the next bonding session, Roxanne proposed having an annual workshop again, they discussed the benefits that recreation provides for tourism, and grant funding sources. Roxanne is looking into the Explore MN grants that were discussed. C. Anderson is interested in finding a way to group together attractions from throughout the county to create a larger ad that would have more impact in the Explore MN quarterly publication, instead of small individual ads. There was support for this venture from the members of the Park Board.

There was nothing new to report on the Hastings-Red Wing Trail.

Mission Statement

The mission of the Goodhue County Parks, Trails and Recreation Advisory Board is to provide a quality park, trail and recreation system which strive to preserve, protect, maintain, improve and enhance the County's park land, trails, and recreational activities, on behalf of all current and future citizens of the County of Goodhue

Greg Isakson provided an update on the Mississippi Blufflands State Trail. He recently met with Skip Jobe from this trail support group, and they are currently considering asking legislators to de-list them as a state trail. Greg suggested that the trail representatives meet with the GMRPTC before proceeding with this, to ensure that they would be able to receive a high ranking from the GMRPTC and be eligible for grant funding.

The Park Board also discussed the design process and ideas for the pavilion building at Byllesby Park. They were in favor of phased construction, allowing more economical construction of restrooms, small kitchen area, and pavilion in Phase One. Phase Two would allow for expansion of the pavilion to accommodate larger groups. The Park Board liked the idea of having an open-air pavilion that could be enclosed (on at least the north and west sides, possibly all three open sides) in inclement weather by lowering clear doors or another similar product. The pavilion and restrooms would be available for three seasons of the year, and the water would be blown out in the winter. Restroom access was discussed, and it was determined that the design should include access from both inside the pavilion and from the exterior, allowing people that are not part of pavilion events to access the restrooms without walking through the event. The Park Board was also supportive of simple open-air outdoor showers, whether located on the exterior of the building or via piping down to the beach. Janie Farrar suggested installing technology compatible with a smartphone so pavilion users could call a predetermined number if the weather was bad or to check out of the pavilion when they are finished using it, and motorized doors could be raised or lowered and lights could be turned on or off by a staff member via remote access with a smartphone app. This idea was supported by the Park Board as it would greatly reduce staffing requirements. Installing a projector and possibly a screen was also suggested, instead of trying to do an outdoor movie on the kickboard. It would also allow groups renting the pavilion to show a slideshow for graduation parties, weddings, reunions, etc. Pavilion capacities for Phase One and Phase Two were discussed. The Park Board decided to ask the pavilion designer to determine the appropriate size of pavilion for Phase One based on current available parking. Phase Two pavilion expansion may require construction of the parking lot addition shown in the 2017 Byllesby Park Master Plan. The next step will then be hiring a consultant to prepare a preliminary design and cost estimate to present to the County Board, Stanton Township, and use for grant applications. Staff is currently considering Locus Architecture, a firm that was recommended by Dakota County. Staff is also working with Dakota County to work out an agreement that would allow Goodhue County to hire Dakota County to run shelter reservations and perform park/restroom maintenance on the Goodhue County side. This would ensure a united park experience for visitors.

The Park Board discussed the proposed timeline created by staff and determined it to be an acceptable guideline for park development.

Dakota County is currently collecting public input on the improvements they will be making at Dakota County Lake Byllesby Regional Park. Their next meeting is Thursday, November 29th at Cannon Falls City Hall at 6:00 PM.

The next Park Board meeting date will be either Tuesday January 29, or Thursday January 31, 2018, at 1:30 PM.

It was moved by Mairi Doerr, seconded by C. Nesseth, and carried to adjourn the meeting at 3:30 PM.

Respectfully submitted,
Jennifer Ziemer
Goodhue County Administrative Assistant

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BACKGROUND INFORMATION FOR PARCEL 41.018.1400

Parcel 41.018.1400 was previously omitted property. In 2012, many County employees worked together and had this parcel added to the tax rolls knowing that it would forfeit down the road. When it forfeited, the County was going to ask to acquire the property as it adjoins another county parcel. Parcel 41.018.1400 forfeited in 2018. The DNR has reviewed the 2018 tax forfeitures and this is what they said about this specific parcel.

Parcel # 41.018.1400

According to Minn. Stat., sec. 282, the Department must approve the sale of land with public waters. This parcel has been determined to have approximately 190 feet of frontage on the Cannon River (M-048), a public watercourse. The parcel is authorized for sale.

However, we have the following resource comments for County consideration and would welcome further discussion. The Cannon River is a designated Wild and Scenic River at this site. Part of the parcel is located in the floodplain.

If we can confirm that the County still wants to acquire this parcel, we would most likely ask for the parcel by Public Use. Here are the authorized public use limitations.

Authorized Public Use Limitations

Authorized public uses for tax-forfeited land are limited by statute. The following list details the valid authorized public uses of tax-forfeited property:⁴³⁷

1. A road, or right-of-way for a road.
2. A park that is both available to, and accessible by, the public. The park must contain amenities such as campgrounds, playgrounds, athletic fields, trails, or shelters.
3. Trails for walking, bicycling, snowmobiling, or other recreational purposes. A reasonable amount of the surrounding land may be maintained in its natural state.
4. Transit facilities for buses, light rail transit, commuter rail or passenger rail. This includes transit ways, park-and-ride lots, transit stations, maintenance and garage facilities, and other facilities related to a public transit system.
5. Public beaches or boat launches.
6. Public parking.
7. Civic recreational or conference facilities.
8. Public service facilities such as fire halls, police stations, life stations, water towers, sanitation facilities, water treatment facilities, and administrative offices. A public service facility is usually a brick-and-mortar structure.

When/if we want to move forward with it, there has to be a memo that goes to the board asking for approval. If approved, the following will need to be sent to the Department of Revenue:

- A completed State Deed Application
- A completed Conditional Use Deed Application
- A copy of the resolution from the County Board approving the public use
- A \$250 check

The Department of Revenue will then review the information, and if approved, they will send us a use deed to be recorded.

There is a rule of reversion if the county does not put the parcel to in the intended use. Here is that information.

Rule of Reversion

The governmental subdivision has three years from the date of conveyance to implement the authorized public use on the tax-forfeited land. If the governmental subdivision fails to put the land to the intended use after three years, or abandons that use during the three year time period, the governmental subdivision must do one of two things:

⁴³⁷ [Minnesota Statutes 282.01, subdivision 1a, paragraph \(e\).](https://www.revisor.leg.state.mn.us/statutes/?id=282.01)

<https://www.revisor.leg.state.mn.us/statutes/?id=282.01>

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Stage Six: Tax Forfeiture

Section 6733

1. With the approval of the county board, purchase the property for an authorized public purpose at the present [market value](#) as determined by the county board; or
2. Convey the land, or the part of the land not required for an authorized public use, to the state in trust for the taxing districts.



NOTE

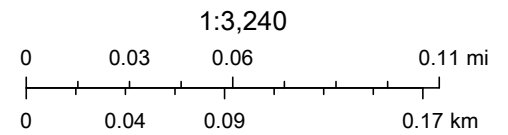
All of this information can be found in the “Red Book” on the Department of Revenue’s website.

Parcel 41.018.1400 (Cascades)

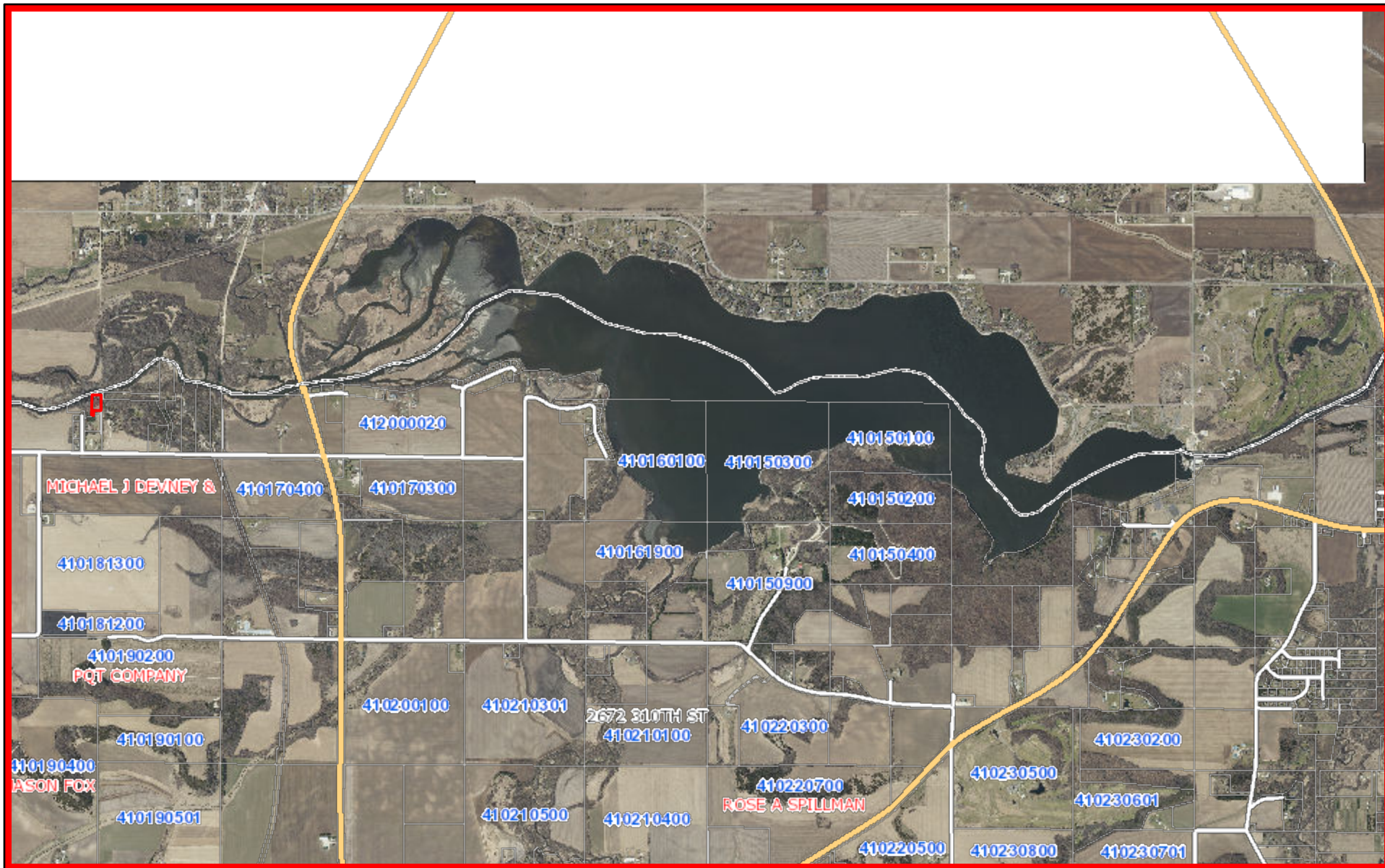


January 25, 2019










- | | | | | |
|--------------------|--------------|-------------------------|-------------------|-----------------------|
| Override 1 | Full Address | Township or Other Roads | Major Roads 1,200 | County Roads 1,200 |
| Dwellings | PIN | Township or Other Roads | US Highway | County Roads - Gravel |
| Municipal Boundary | Full Name | Township or Other Roads | State Highway | County Roads - Paved |

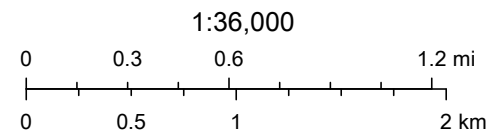


Overview Map



January 25, 2019

- | | | | |
|---|---|---|--|
|  Override 1 | PIN |  Township or Other Roads |  State Highway |
|  Municipal Boundary | Full Name |  Major Roads 1,200 |  County Roads 1,200 |
| Full Address |  Township or Other Roads |  US Highway |  County Roads - Gravel |



3. Versatility since it can work well at access sites of all sizes and locations,
4. Flexibility with implementation, site administrators can incorporate all or just a few of the suggested components,
5. Low initial investment, and
6. Minimal maintenance costs in the absence of vandalism

The site requirements for boat clean and drain areas include:

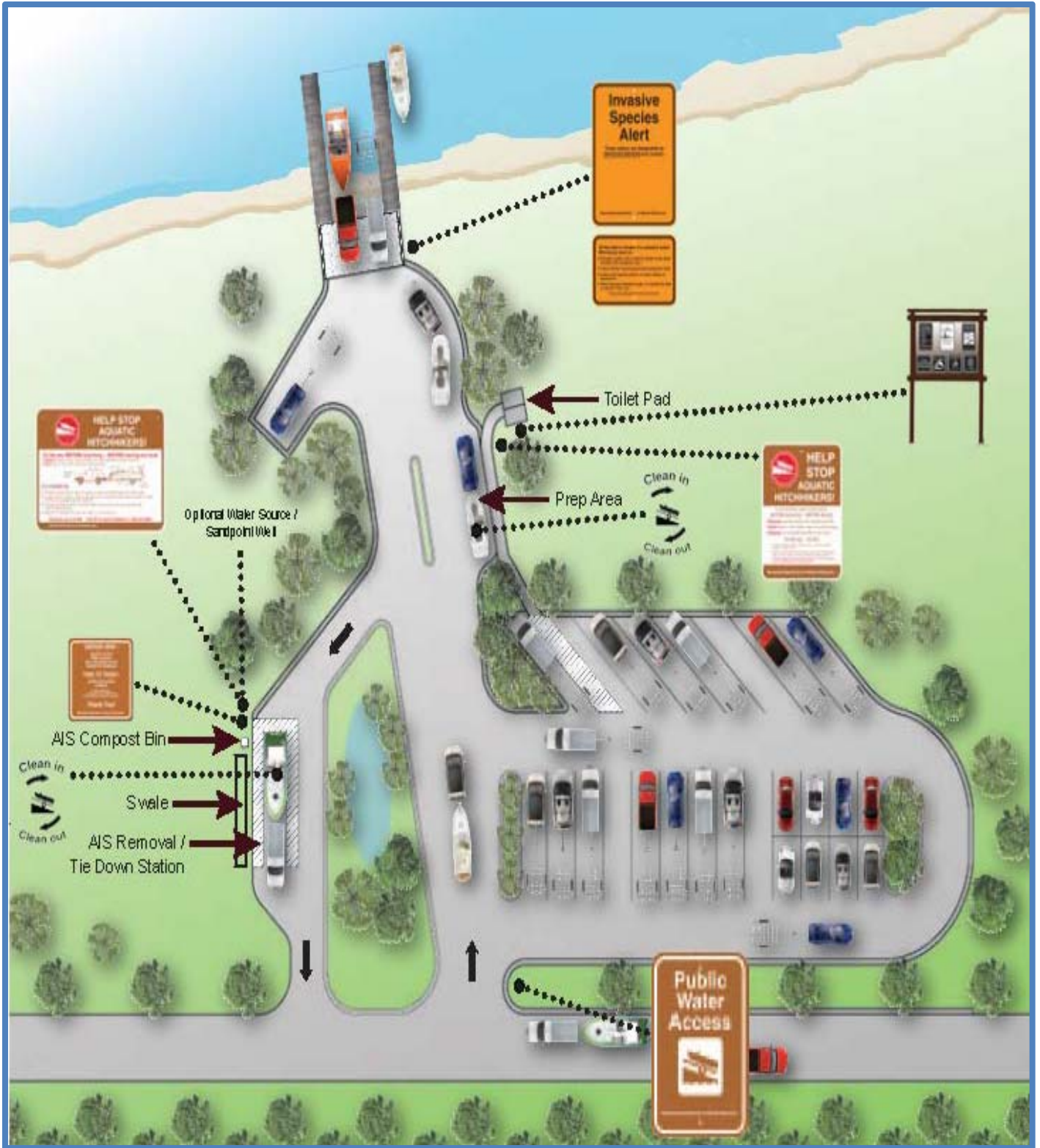
1. A large area of 21' x 54' (i.e., an 11' x 49' trailer parking stall surrounded by a 60" aisle along the side and rear) is needed for user safety and to meet Americans with Disabilities Act (ADA) requirements,

2. A level site, no more than a 2% slope in any direction for ADA accessibility, and
3. Drainage away from the waterbody (preferably into its own filtration catchment or swale).

It should be noted that, as with many site improvements, components of clean and drain areas can be subject to vandalism, accumulation of litter, or theft. Additionally, when boating access sites are unstaffed, clean and drain facilities can be misused or underutilized by boaters.

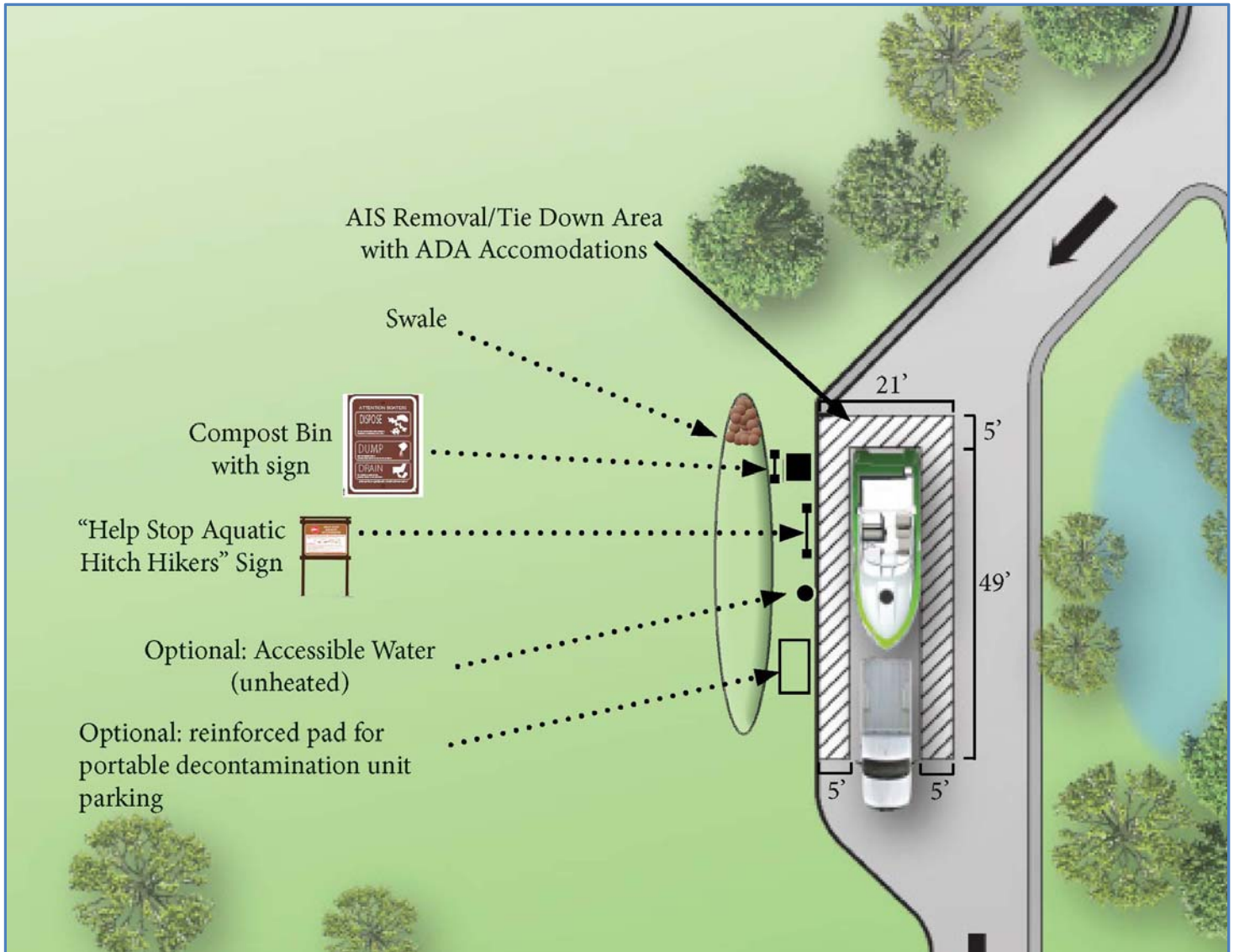


A clean drain and dry area with sign, disposal bin, and pavement stencil/parking box (MN)



Example site layout

Below is an example of a site designed by Minnesota DNR with all of the suggested components for an AIS activity area. Layouts would vary by site based on design and use patterns (MN).



Example tie-down layout with clean and drain components

Below is an example of a tie-down area designed by Minnesota DNR that incorporates clean and drain components.

The Park Board will review the draft proposed language for the new Stanton Township park zone (attached), and analyze how it could impact Byllesby Park, other County owned property, future property acquisitions, and master planning.

Stanton Township Public Park Zoning District Proposed Language

Stanton Planning Commission, 1/08/2019

Section 17. ZONING DISTRICTS

A. Zoning Districts Established

5. P-1, Public Park.

B. The purpose of the Public Park District (P1) is to standardize, regulate and control areas of the township determined to be suitable for the public enjoyment of daytime recreation activities. Due consideration shall be afforded to the concerns of local Stanton Township residents, and to tourists and visitors coming for day trip attractions as well. Hours of operation shall be 6:00AM to 10:00PM. The Public Park District shall not allow Residential or Agricultural use, exclusively. It shall be the only district where new commercial uses might be allowed in shore land areas.

Section 18. PERMITTED, ACCESSORY AND CONDITIONAL USES

D. Permitted and Conditional Uses by Zoning District.

5. Public Park Zoning District (P-1)

a. Permitted Accessory and Conditional Uses:

i. Permitted Uses:

A. None

ii. Accessory Uses:

A. None

iii. Conditional Uses:

A. Picnic shelters

B. Pavilions

C. Playgrounds

D. Beaches

E. Boat launch ramps

F. Boat trailer parking, not to exceed MNDNR recommendations for the surface area of adjacent lake or waterway.

- G. Boat docks and slips for daytime use
- H. Bicycle rack for daytime use
- I. Nature trails, exercise trails, snowmobile trails, ski trails and similar facilities
- J. Public parking for access to recreational areas.
- K. Public restrooms, portable and permanent
- L. Drinking and cleaning water, sources and distribution
- M. Museums and historical attractions
- N. Restaurants
- O. Food vending facility, portable or permanent
- P. Non-motorized, boat and watersport rental facility
- Q. Bicycle and similar rental facility
- R. Support structures for recreational use

b. Garbage disposal and recycling containers with regular pickup and servicing must be provided at locations and with capacity consistent with parcel facilities and use.

c. Alcoholic beverage sales require Stanton Township approval.

d. Alcoholic beverage consumption in gatherings of 50 people or more require Stanton Township approval.

e. All sales of products or food and all rentals require Stanton Township approval.

f. Gatherings of 100 people or more require Stanton Township approval.

g. Fires are allowed in above ground grills only.

Section 19 LOTS, YARDS and DRIVEWAYS

Minimum lot size: 30 acres

Minimum lot width: 1000 feet

Minimum frontage on public road: 500 feet

Setbacks: 100 feet, front, side and rear

* facilities specific to waterways may be allowed with lower or no setback

Driveway setback from side or rear lot line: 5 feet

Maximum structure height: 35 feet



January 23, 2019

Mr. Greg Isakson
Goodhue County
2140 Pioneer Road
Red Wing, MN 55066

Re: Neilsen Park Master Plan Amendments

Dear Mr. Isakson,

Thank you for the opportunity to collaborate with you on amendments to the Nielsen Memorial Preserve Master Plan and regional designation application to the Greater Minnesota Regional Parks and Trails Commission (GMRPTC). Our proposed scope of services is based on our conversation and a review of the GMRPTC guidelines pertaining to a Special Feature Park. The following summarizes our proposed approach, fees, and schedule.

PROJECT WORK PLAN

It is our understanding that the intent of this work is to revise the master plan and regional designation application for a resubmission to Greater Minnesota Regional Parks and Trails Commission under the Special Features Park designation. In addition, while we are making the amendments, we will also incorporate the two recent property acquisitions. It is also our understanding from our discussion last week that our focus will solely be on preparing the amendments as County Staff will handle all outreach to potential partners and presentations to the Park Board and County Board.

After reviewing the GMRPTC guidelines, we would suggest the following modifications to the master plan. Corresponding changes will also be made to the regional park designation application:

- 1) Revise all references to Natural Resource-Based designation to Special Feature Park designation
- 2) Update Regional Significance section on page 3 to further distinguish the park's outdoor education potential
- 3) Revise the Project Area Context on page 11 to further distinguish the park's outdoor education potential.
- 4) Revise the Unique and Compelling Features section on pages 22 and 23 to reflect that Special Features Park guidelines.
- 5) Expand the Programming Plan and Ecological and Land Resources Plan on pages 28 and 29.
- 6) Revise Chapter 5 to include more elements pertaining to "gentle use", marketing, programming, and signage

We have also reviewed the plan regarding how to address the additional property acquisitions. In our review we identified a number of concerns about updating all of the maps and figures in the plan, including the resulting scale being hard to read, the time and cost to revise all of the maps, and potential precedent regarding future master plan amendments being needed for each acquisition. Instead of updating all of the maps, we would suggest the following:

- 1) Chapter Two - on page 13 a call out box be added that explains the additional acquisitions and refers to a future page for more information. In addition, a notation would be added to the existing conditions map. A similar map notation would also be made on pages 15 and 17.
- 2) Chapter Four – on page 25 a notation is added to the concept map. In addition, a call-out box about property acquisition replaces the small map in the bottom right. A new section about Property Acquisition is added at the end of the document to show where the acquisitions are, how they fit it into the greater context, etc.
- 3) Chapter Five – on page 31 notations would be made to refer back to the previous acquisition section. On page 34 the figure in the upper left is removed and the acquisitions section revised.

FEES

My estimate is that the modifications as outlined will cost no more than \$7,000. We would suggest we bill hourly to a not to exceed amount of \$7,000 with the understanding that as we near \$5,000 we will let you know and discuss how to proceed to finalize the project.

Additional Services:

Services beyond the tasks identified above will be provided upon written request by Goodhue County. Additional services will be billed at project staff's hourly rates.

SCHEDULE

We would anticipate commencing work within two weeks of your approval and that the initial draft of modifications will take a few weeks to complete. We would then send a draft for your review and consideration.

Thank you for the opportunity to submit this proposal. If you have any questions please feel free to contact me, and if you find this proposal acceptable please sign and return and we will consider your signature below as your authorization for us to proceed. We are excited to continue to be a part of this effort, and we look forward to helping Goodhue County achieve a favorable designation from GMRPTC.

Sincerely,



Rita Trapp
Associate
612.252.7135 or rita@hkgi.com

Goodhue County Representative

Date: _____