

**PARKS & TRAILS COMMISSION MINUTES**  
**April 28, 2014**

Chair Kalkofen called the regular meeting of the Baxter Parks and Trails Commission to order at 4:00 p.m.

MEMBERS PRESENT: Chair Jim Kalkofen, Commissioners Gail Brecht, Lori Thramer, Mari Holderness, Ken Hasskamp and Council Liaison Jim Klein.

MEMBERS ABSENT: None

STAFF PRESENT: Community Development (CD) Director Josh Doty

OTHERS PRESENT: None

**Approval of the Minutes**

**MOTION** by Commissioner Thramer, seconded by Commissioner Holderness to approve the regular meeting minutes of March 24, 2014 as presented. Motion carried unanimously.

**Clearwater Road Trail**

CD Director Doty showed the map to the Commission and reminded them that this trail was on the agenda at the last meeting and it was determined to be low on the priority list. However, there is now more development coming to Clearwater Road, including a new apartment complex, a dentist office and a development at the northwest corner of Clearwater Road and Edgewood Drive. Staff has collected trail easements on for properties on the south side of Clearwater Road. The question is if the Commission would agree to show a future trail on Clearwater Road, then staff could more easily justify having developers provide the city with a trail easement during development. Staff understands that this would still be a low priority trail at this time on the list of trails to be constructed by the City. Staff added that it would be good to have a trail constructed with the Pine Grove Estates Apartment development to allow people in the complex to go west and connect to the existing trail system to the west near the existing apartment development.

**Motion** by Commissioner Hasskamp, second by Commissioner Thramer to recommend City Council approve the showing of a future trail on the trails map in the Comprehensive Plan from Edgewood Drive to Inglewood Drive. Motion carried unanimously.

**Parks Chapter of the Comprehensive Plan Update**

CD Director Doty stated in the packet is the first draft of the Parks chapter of the comprehensive plan that has been prepared by Stantec. CD Director Doty walked the Commission through each area of the chapter and asked for feedback from the Commission. He stated the reason there are not specific park fees in this chapter is to keep from having to amend the comprehensive plan if the fees change. He reviewed the enclosed maps with the Commission and stated that staff's goal is to have one or two maps instead of the three maps in the draft. He also stated that staff has requested that Stantec include the individual parks plans be placed in this chapter. He added that he wasn't sure why those maps were not included in this chapter but that he would follow up to make sure they get added.

Chair Kalkofen asked the Commission to review the Introduction to the chapter. There were no comments on the introduction. The Commission reviewed the Goal/Rationale of the chapter. Chair Kalkofen suggested simplifying number 1, letter D to read “determine adequate fees are acquired to meet park and trail development needs”. He further suggested that letter E should add DNR, military, State and Federal in that line. The Commission questioned some of the pictures and wondered where they were from. Number 3, letter E Chair Kalkofen suggesting adding “over/under” to the bridge verbiage. The Commission moved on to the Park Planning section of the chapter, it was noted that there is not a warming house at Berrywood Park and Berrywood should be spelled correctly. They noted water fountains needed to be added to several of the parks (Loren Thompson, Southdale and Whipple Beach) and that a category for pavilions should be added for Berrywood and Whipple Beach. CD Director Doty informed the Commission that the permits were issued today for both pavilions.

The Commission moved to Parks Classification as the next portion of the chapter. Chair Kalkofen suggested adding “jogging” to the end of active-trails. The Commission reviewed the Future Parks, Park Funding and Trail Planning sections of the chapter. Commissioner Brecht suggested making the trail planning a little more flexible. She wanted economics to be taken into consideration and add “off/on road trails” to make it flexible. In the park funding paragraph, Chair Kalkofen suggested switching the verbiage to “in-lieu of cash”, the Commission agreed. Page 7, second paragraph it was suggest to add “and other cities”, as the trails do extend to other cities. Chair Kalkofen suggested verbiage to the last line adding “will be constructed in 2014 from Crow Wing State Park to the south side of Baxter at the Highway 371/Mississippi River Bridge.” The Commission agreed that the mileage should be taken out because it is a changing number, instead it should say “an extensive trail originating in Baxter”.

CD Director Doty stated that the map does need some revisions, such as the names of the parks, and that some trails and major roads should be added. CD Director Doty informed the Commission that he will work with Stantec to add these items. Commissioner Holderness asked about the light green color on the Draft Future Parks and Trails System. CD Director Doty explained that those are half-mile park services areas. It is intended to show areas that do or don't need parks. The Commission discussed the location of a future ski trail.

The Commission agreed that the County forfeited land down by the Mississippi River should not be listed as a park. The Commission discussed Jewelwood Park and the potential for a trail to that park. CD Director Doty stated that there is an easement for a trail west of the park land, however the developer did not finish the development, which would have allowed that trail to be constructed back to the south to Clearwater Road. The Commission discussed the Cypress Dr. trail and the past discussion of how the trail would be constructed once the road is finished. The Commission and CD Director Doty discussed several areas around the Berrywood Park and how the trail would be laid out and how far the trail would be extended.

The Commission discussed the city owned land on College Road and that it isn't a park and is just city owned land. The thought was to change areas like this to a different category called, Undeveloped Park Land. The same discussion was held on the Inglewood Dr. property. CD Director Doty stated he will get the changes made and bring it back to the Commission.

### **Implementation Plan**

Council Liaison Klein stated that there needs to be a motion made on items that the Commission wants to have done, if it's not a motion it doesn't get on the City Council agenda. CD Director

Doty stated that the Commission needs to decide what timeframe is needed for each project. The Commission discussed the Jewelwood Park and what is needed for that park, such as how many benches and tables should go in that park. CD Director Doty noted that if the Commission wants this park to stay natural then it needs to be defined as what natural is. Commissioner Thramer asked what type of playground equipment would be installed. The Commission would like to hold a public hearing/informational meeting with the neighborhood and see what they would like to see in the park. Chair Kalkofen asked if we could have pictures of playground equipment, such as what is at Southdale Park. It's a long process and the Commission would like to get moving on the informational meeting.

**Motion** by Commissioner Hasskamp, second by Commissioner Thramer to request City Council allow an informational meeting with the property owners near the Jewelwood Park area to create a park plan. Motion carried unanimously.

Chair Kalkofen then reviewed the timeline for the Jewelwood Park. The Council would need to give approval for the informational meeting, notices would need to be sent and placed in the paper and hold the meeting for residence input.

Council Liaison Klein stated that anything this Commission wants has to go in front of the Council. Council Liaison Klein wanted to know about the land acquisition from Potlatch. CD Director Doty stated that contacting Potlatch is premature, and that we need to have a more organized plan prior to contacting the land owner. Chair Kalkofen stated that Mississippi Overlook Park should have three phases. The first phase is parking/access and signage-short term, second is creating a trail from Forestview-medium and the third should be land acquisition/expansion of the park-on going.

The Commission reviewed each park and gave CD Director Doty the priority list. Commissioner Brecht, prior to leaving the meeting, indicated that the scoreboard at Southdale is not working and she has heard from the public that it is embarrassing when the tournaments come to town and the scoreboard is there but not being used.

Chair Kalkofen asked CD Director Doty if he had contacted the county regarding the trail to Whipple Beach Park. CD Director Doty stated that he had not because staff had walked the trail area and driven it as well, there are some tight spots and blind corners. The crossing of Oakwood at the Park is a concern due to the blind corners. It looked like having the trail on the west side of Oakwood and crossing at the boat landing/restroom might be the safest location. CD Director Doty explained grade issues in this area of the park along Oakwood with the Commission.

Commissioner Hasskamp indicated that the trail crossing at Hwy 371 should be of high priority and ongoing. The Commission then reviewed the trails and prioritized them.

### **Berrywood Park Buffer**

CD Director Doty stated that the City Council authorized the land purchase for the Berrywood Park Buffer. The land owner does have to re-plat the property before the deal can be finalized.

### **Other Business**

None

**Next Meeting**

The next meeting is scheduled for May 19, 2014 at 4:00 p.m., moved up one week due to being closed on Memorial Day.

**Adjournment**

**MOTION** by Commissioner Thramer, seconded by Commissioner Holderness to adjourn the meeting at 5:49 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Chair Jim Kalkofen

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Shanna Newman CD Clerk