



# PARKS & RECREATION COMMISSION AGENDA

Wednesday – July 10, 2013 -- 5:00 p.m.



**MEETING LOCATION:  
Hartley Nature Center  
3001 Woodland Ave**

- I. Call Meeting to Order
- II. Roll Call
- III. Welcome by Tom O'Rourke, Executive Director, Hartley Nature Center
- IV. Approval of June 12 minutes
- V. Presentations
  - a. Mini-Master Plan for Hartley Park – Kathy Bergen
  - b. Mini-Master Plan for Cross Country Ski Trails Citywide – Judy Gibbs
  - c. Playground Grant Application for Hartley – Tom O'Rourke
- VI. Commission Committees
  - a. Parks and Facilities  
Chair - Joel Braun – Jon Welles, Ed Hall, [Dale Sellner]
  - b. Administrative (E-Board)  
Chair – Jon Welles – Eric Viken, Ed Hall, [Kathy Bergen]
  - c. Trails and Bikeways  
Chair – **NEEDED** - Eric Viken, Andy Holak, Tom Albright, [Judy Gibbs], [Art Johnson]  
- Duluth Traverse  
- Outdoor Alliance
  - d. Recreation Programming – youth and adult  
Chair - **NEEDED** – Susan Beasy Latto, Andy Holak, Erica Erickson, [Pamela Page]
- VII. Commissioner & Liaison Reports
- VIII. New Business
- IX. Old Business
  - a. Update committee membership and chairs
- X. Division Manager's Report
  - a. Segways on the Lakewalk
  - b. Rezoning properties to P-1
  - c. 2014 budget
- XI. Speakers/Public Comment
- XII. Adjournment

**E-Board Meetings**

Fridays  
12 noon @ City Hall

July 26  
August 23  
September 20  
October 25  
November 22  
December 20



## PARKS AND RECREATION COMMISSION

Meeting of June 12, 2013



### CALL TO ORDER:

Chairman Welles called the meeting to order at 5:10 PM at the Spirit Mountain Chalet, 8551 Grand Avenue, Duluth.

Members Present: Thomas Albright, Thomas Beery, Joel Braun, Erica Erickson, Edwin Hall, Susan Beasy Latto, Eric Viken and Jon Welles

Member(s) Absent: Andy Holak and Michael Schraepfer

Also Attending: Emily Larson, City Council Liaison, Art Johnston, Duluth City School Board Liaison, Kathy Bergen, Parks and Recreation Division Manager and Judy Gibbs, Parks and Recreation Trails Coordinator.

Members of the Parks and Recreation Commission were welcomed to the Spirit Mountain Chalet by Briana Johnson, Marketing Director of Spirit Mountain. Ms. Johnson provided the Commission an informative update on the continued development of Spirit Mountain facilities and activities, including the recent construction of the Spirit Mountain Chalet at 8551 Grand Avenue.

The minutes for the meeting of May 8, 2013 were approved on motion of Joel Braun, second by Thomas Albright and a unanimous vote.

### PRESENTATIONS:

#### **Proposed City Right of Way of West First Street through Central Park (lower Enger Park):**

Greg Stoewer, City of Duluth Project Engineer, informed the Commission that the City of Duluth had acquired federal funding for repaving the surface of West First Street from Piedmont to Mesaba Avenue. A requirement for the grant is that the work be done on City right of way over that portion of First Street that goes through Enger Park. After discussion, and upon motion by Commissioner Hall and second by Commissioner Beery, the Commission adopted the following Resolution by a unanimous vote:

#### ***City Right of Way Resolution***

*Whereas Enger Park was created in the Duluth Proper 2<sup>nd</sup> Division, north of the platted West 1<sup>st</sup> Street, and;*

*Whereas geographic conditions required the construction of West 1<sup>st</sup> Street to meander through Enger Park, and the City of Duluth has constructed and maintained the street and utilities continuously in this corridor,*

*Therefore the Parks and Recreation Commission recommends granting a permanent right of way for roadway and utility purposes of 66.00 foot width as shown in the June 12, 2013 Exhibit by SHE, Inc, (presented to the Commission and made a part of the minutes of this meeting) to the City of Duluth.*

### COMMISSION COMMITTEES:

#### **Trails and Bikeways:**

##### **Duluth Traverse:**

Commissioner Viken and Kathy Bergen updated the Commission on the status of work to be done this summer on the Duluth Traverse trails, stating that construction work should begin by the end of July on the current phase of the Duluth Traverse. Commissioner Viken informed the Commission that members of the Cyclists of Gitchee Gumees Shores (COGGS) were doing significant work this summer on City trails, with work already underway in the Lester Park and Piedmont areas.

Art Johnson informed the Commission that the School Board has informally agreed to an easement through the Central High property for the Duluth Traverse, with details regarding the location of the easement and final approval to be considered at a future meeting of the School Board. Art Johnson and Kathy Bergen indicated they would discuss with the School Superintendent the next steps to be taken for the School Board to approve the easement.

#### **Outdoor Alliance:**

Judy Gibbs updated the Commission on the marketing, mapping and land assembly initiatives of the Outdoor Alliance, indicating that the Commission would be apprised of any recommendations that may result from their work at a later date.

#### **Recreation Programming – Youth and Adult:**

Kathy Bergen reported that recommendations for **Parks Commission Grants for Community Programs and Facilities** funded through the pull-tab tax will be brought to the Commission at a later meeting, with plans to announce their availability in the fall. There is approximately \$20,000 available for these grants.

“These grants are a cooperative effort between the City of Duluth and the Parks and Recreation Commission. They are awarded as starter funds to foster and promote recreation programs, encourage the acquisition, construction, reconstruction, refurbishing, maintenance and operation of public recreation facilities and community recreation programs in the City of Duluth” (Press release 8/1/11)

#### **COMMISSIONER AND LIAISON REPORTS:**

##### **Park Point Small Area Management Plan:**

Commissioner Beery discussed the work being done on the Park Point Small Area Management Plan and presented recommendations for guidelines that could be adopted by the Commission as Guidance for the City in providing access to City Parks land in the Parks Point area for recreational purposes.

After a discussion of the draft “Resolution for Park Point Small Area Management Plan Process” presented by Commissioner Beery and the incorporation of amendments suggested by members of the Commission, the Commission approved the following Resolution by a vote of 5 to 1. (Commissioners Albright, Beery, Hall, Beasy Latto and Viken voting in favor; Commissioner Braun voting against):

##### ***Resolution for Park Point Small Area Management Plan Process***

*Goal: This resolution is an attempt by the City of Duluth Parks and Recreation Commission to provide a clear outline of Parks and Recreation intentions in the management of park resources on Park Point. It is hoped that this resolution will provide guidance to the small area planning process.*

*Be it resolved...*

*It is acknowledged that Park Point, like so many Duluth neighborhoods has incredible public park resources and serves important community functions. Like so many of Duluth parks, the beach at Park Point provides a long, linear park feature. This feature is much like the many Duluth streams from the hillside to the Lake/Bay or the Lakewalk, i.e. linear park green space with high value to neighbors and visitors alike. Given concerns about the ever growing popularity of Park Point beaches and water access, and notably, the anticipated increase in access demand if the planned hotels are completed, City of Duluth residents need to have a clear picture of Park and Recreation intentions for park management.*

*Park and Recreation management objectives emphasize maximizing access. The following themes clarify what access means in specific terms: **regular/predictable, visible, and respectful.***

- 1. Access to the LS beach and the St. Louis Bay will be established in an approximately 2-block pattern. Not only will this provide a system of **regular** access, but also it will be **predictable**. Most of these access points will be provide minimal service, simply a trail to the Lake or Bay. Three of these locations on the Lake will provide amenities: trash, toilets, and parking. The three-lakeside locations are: Franklin, Lafayette, and Park Point Beach House area. Three sites on the Bayside will also provide these amenities; two are yet to be determined (old Boathouse site? Improved easement adjacent to the Yacht Club?). The third Bay site is the already established Park Point Beach House area—Bay side.*

2. **Visibility** will demand that wayfinding on Park Point will be established (consistent with wayfinding to trails and other recreational resources throughout the City). Park Point residents and visitors need an easily recognizable signage system to guide access to the Lake and Bay.
3. **Respect** is exemplified in two key ways:
  - a. Special considerations will be taken into account for the unique dune ecology; this may require the pattern of regular access in #1 above to be adjusted. Further, it may require that boardwalks or other protective structures safeguard the dunes.
  - b. Improving and emphasizing access must include greater oversight by law enforcement. Park and Recreation must work closely with the City Police force to increase monitoring and enforcement of park rules.

*It should be emphasized that the Parks and Recreation Commission does not endorse street end vacations of city property to Park Point residents. It is not possible for this Commission, nor the Small Area Planning Process, to anticipate access needs in the future, therefore the long-term future access as well as current and projected near term access must be safeguarded by this process.*

*These guidelines will be used by the City of Duluth to make specific recommendations for the management of City Park resources on Park Point.*

*The City of Duluth will work with the Army Corps of Engineers to encourage maintenance of the green space adjacent to the Ariel Lift Bridge on the Point side of the bridge.*

*June 12, 2013*

#### **Dog Park Task Force:**

Chairman Welles provided an update on the work of the Dog Park Task Force, which was established by the Commission at the request of the City Council in Resolution 13-0101R, adopted February 13, 2013 (“*Resolution Requesting The Parks and Recreation Commission Review Possible Locations for Additional Dog Parks in Central and Eastern Duluth*”).

Chairman Welles brought a recommendation from the Task Force to the Commission that Russell Square, in the Eastern part of the City, and Observation Park, in the central part of the City, be considered for the location of future dog parks. Other areas the Task Force had considered were identified in the May 8, 2013 Dog Park Task Force document distributed to the Commission, and made a part of the minutes of this meeting.

During discussion of the recommendations, Kathy Bergen indicated that there were no plans specified for Russell Park in the City’s Parks and Recreation Master Plan. Although there had been suggested plans for the future of Observation Park in the City’s Master Plan, it was indicated that other priorities and budgetary constraints would not make it possible for the Parks Division to develop a Mini-Master Plan for specific future uses of Observation Park to be considered by the Commission for several years.

After further discussion, the following Resolution proposed by Commissioner Viken and seconded by Commissioner Beery was approved by a vote of 4-2. (Commissioners Albright, Beery, Beasley-Latto and Viken voting in favor and Commissioners Braun and Hall voting against).

#### **Dog Park Resolution**

*In response to the City Council’s request, the Duluth Parks and Recreation Commission accepts the Dog Park Task Force’s recommendations and proposes that Russell Square and a portion of Observation Park be considered for further review as East and Central Duluth locations for additional dog parks. It is the Commission’s understanding that the review process will include opportunities for public input.*

#### **Hartley Property**

Art Johnson reported that the School Board had approved the sale of Hartley Property owned by the School Board. There has been no interest expressed in purchasing the property to-date.

**NEW BUSINESS:**

Kathy Bergen informed the Commission that the City will be looking at opportunities to purchase land that would enhance parks facilities in the Wheeler, Hartley and Hawks Ridge areas, and will keep the Commission informed of future developments and recommendations.

A Lake Place Park Task Force will be created to look at improvements that could be made to Lake Place Park. Commissioner Beasy Latto indicated a desire to serve on the Task Force.

**OLD BUSINESS:**

Commission Committee Membership:

Commissioner Albright will serve as a member of the Trails and Bikeways Committee.

**DIVISION MANAGER'S REPORT:**

The June 2013 **Good News from Parks and Recreation** and an **On the Water Guide for Paddlers & Boaters** produced by the St. Louis River Alliance were distributed to the Commission.

A Disability Law Guidance document provided by Commissioner Erickson on the "Use of Segways on Transportation Vehicles" was provided to the Commission. Discussion of the use of Segways on the Lakewalk will take place at a future meeting.

Discussion of rezoning properties to P-1 and the 2014 Budget were put over until the July meeting of the Commission.

**PUBLIC COMMENT/SPEAKERS:**

There were no additional public comments or speakers beyond those received during the discussion of the matters on the Agenda above.

**ADJORNMENT:**

The meeting adjourned at 7:45 PM, on motion of Commissioner Beasy Latto, second by Commissioner Braun, and a unanimous vote.

Respectfully Submitted,

Edwin K. Hall, Secretary