



*Our Mission is to Provide Quality Public  
Services in a Fiscally Responsible Manner  
While Preserving the City's Open Space  
Character*

## **NOTICE OF MEETING**

**City of Lake Elmo Park Commission  
3880 Laverne Avenue North  
January 23, 2019 6:30 PM**

### **AGENDA**

1. Call to Order
2. Swear in new Commissioners
3. Select a Chair and Vice Chair for the Parks Commission
4. Approve Agenda
5. Approve Minutes
  - a) December 17, 2018
6. Review Sunfish Lake Park Mountain Bike Proposal
7. February 2019 Meeting Agenda
8. Communication
9. Adjourn

*\*\*\*Note: Every effort will be made to accommodate person or persons that need special considerations to attend this meeting due to a health condition or disability. Please contact the Lake Elmo City Clerk if you are in need of special accommodations.*

## **MINUTES**

### **City of Lake Elmo Parks Commission December 17, 2018**

**Members Present:** Commissioners Ames, Frick, Mayek, Nelson, Nuenfeldt, Olinger, Steele, Weeks and Zeno

**Members Absent:** None

**Staff Present:** City Planner Prchal, Public Works Director Weldon

**The meeting was called to order by Chair Nelson at 6:30 PM.**

#### **Approval of Agenda**

Frick made a motion to approve the agenda, seconded by Nuenfeldt. Motion passed.

#### **Approval of Minutes**

Frick made a motion to approve the September minutes as written, seconded by Zeno. Motion passed.

Olinger made a motion to approve the October minutes as written, seconded by Weeks. Motion passed.

Frick commented that she was absent from the November meeting. Nelson made a motion to approve the November minutes with the correction, seconded by Nuenfeldt. Motion passed.

#### **Central Greenway Trail Plan**

Conner from Washington County presented the Central Greenway Trail Master Plan and the process. He requested the Commission provide a recommendation or letter of support.

Frick asked about the cost sharing between the City and the County. She also asked about who would be responsible for the construction of the bridge across Highway 36.

Conner explained that the County requires a 50 percent cost share with the Cities. He explained that a lot of the paths are installed when road work is being done to reduce the cost of constructing the trails. He also explained that the bridge would be tied into the overall plan for the Highway 36 interchanges and that in the past the State has contributed to the construction since it is part of the State transportation system.

Weeks asked about the trail crossing the railroad. Conner explained that since this is a Master Plan, the railroad does not want to commit to a plan until the trail will be constructed, so that is why it is left open-ended.

Frick made a motion to approve the plan as presented, seconded by Olinger. Motion passed.

### **Parks Work Plan for 2019**

Prchal explained the items on the Parks Work Plan.

Weldon spoke about getting City water out to Pebble Park at some point in the future.

Currently the well at Pebble Park needs to be tested monthly. He asked that the Parks Commission consider running the connection this year. Running water further into the park and sealing the well could be done in the future. Prchal said there is some money still available for this in the budget.

Frick made a motion for Pebble Park to install a 4 inch water service at the time of road construction and look into sealing the existing well at an approximate cost of \$20,000, seconded by Zeno. Motion passed.

Nelson made a motion to approve the 2019 Parks Work Plan, seconded by Weeks. Motion passed.

### **January 2019 Agenda**

Select Chair and Vice Chair

### **Communications**

Zeno asked about the progress of Lion's Park regarding the Pickleball court and if the grading was completed. Weldon explained that with the early onset of cold weather they could have installed temporary pavement. They opted to wait to keep the drainage and base that were installed and not void the warranty on the hockey boards. The final grading and paving will be completed when the paving of the road is completed in the spring. There will not be a hockey rink for the winter, but there will be a skating area once the weather cooperates. There is not a rink attendant but there is a functional restroom.

Frick commented about the good work of the Friends of Sunfish Lake Park buckthorn removal at Sunfish Lake Park. Frick asked if the piles of brush would be removed and who was responsible. Weldon explained that Public Works was removing the piles as time permits.

Nelson asked about the sign that was removed from one of the parks. Weldon explained that it was removed from the Tana Ridge Park due to a resident complaint about visibility. The sign was saved when it was removed and if it is in good condition will be reinstalled. New signs will also be added to the new parks and to Lions Park, that sign was not salvageable.

**Meeting adjourned at 7:45 p.m.**

**Respectfully Submitted,  
Tanya Nuss**



## **STAFF REPORT**

DATE: 01/23/2019

REGULAR

**TO:** Parks Commission  
**FROM:** Ben Prchal, City Planner  
**AGENDA ITEM:** Mountain Bike Trials within Sunfish Lake Park  
**REVIEWED BY:** Ken Roberts, Planning Director

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### **BACKGROUND:**

The City of Lake Elmo Parks Commission and City Council approved a Capital Improvement expenditure of \$120,000 for the development of mountain bike trials in Sunfish Lake Park. Staff was then directed through the 2019 parks work plan to further explore trail development and gather information on what it would mean to build the trails. While the City was reviewing the trail design for Reid Park, a trail consultant (Trail Source) was used to provide a draft trail plan for Sunfish Park in conjunction with the Reid Park project.

### **ISSUE BEFORE THE PARKS COMMISSION:**

Which of the routes would the Parks Commission regarding the proposed mountain bike trail map for Sunfish Lake Park?

### **PROPOSAL DETAILS/ANALYSIS:**

At this point of the trail development, staff would like to know if the Commission has comments about the size/length of the trail(s), location, etc. Staff has been working off of the map that had initially been provided by Trail Source. Since then Staff has met with MORC (Minnesota Off-Road Cyclists) to go over the proposed design. This was done because there were certain sections of the trail that should be re-routed to avoid trail crossover conflicts and staff wanted an educated opinion on the re-routes. MORC provided some comments on how the trail should be adjusted so there would be less cross over with existing trails and to lessen erosion. At this point the trail layout needs to be looked at with a degree of flexibility. There will be situations where the trail will need to be redirected to go around a wet spot or perhaps mature trees to avoid damaging such natural features. This means the final trail might have larger curves or maybe a tighter curve in certain spots. The intent for this review is to establish if there is consensus on the scale of trail through the park. Going forward, staff will be communicating with the Minnesota Land Trust about the trail design as they have a degree of influence over the park through a conservation easement. Such as the design and review of potential impacts. If possible, staff will bring their comments as well as more specific technical information to the next Park Commission meeting. This information will include as maintenance costs, expected level of maintenance and trail development costs.

### **Aspects of the Trial:**

Number of Bike/Walking Trail Crossings 38

- Route 1 has 19 crossings
- Route 2 has 19 crossings

Estimated Trail Length 8 – 9 Miles

- As of now the budget would only allow for one of the two sections to be built. Route 1 is around 5 miles and route 2 is around 4 miles.

Staff believes there are opportunities to redesign the trail and reduce the number of crossings without substantially adjusting the design or reworking walking trails.



Staff also would like to encourage readers to follow the links below, which are videos of established Minnesota Mountain Bike Trails in Minnesota. Staff expects the Sunfish Trails to be similar to what is shown in the videos.

Lebanon Hills – Egan MN <https://www.youtube.com/watch?v=QopWLljmSg8&t=170s>

Cuyuna – Ironton MN <https://www.youtube.com/watch?v=7DOvDS1PD0o>

Carver Lake – Woodbury MN <https://www.youtube.com/watch?v=8CE5WK4QjGs&t=202s>

### **Impact on surrounding properties:**

The park does not border a large number of residential properties. The majority of the homes are located to the North/ North East of the park with the rest being farm land or larger residential properties. The majority of the trail is kept internal to the site and Staff believes it would be difficult to see the proposed trail from the edges of the park. Staff does not anticipate mountain bikers would cause more of a nuisance than other users within the park.

There is an established park entrance with a parking lot which is where we would expect users of the park to enter the park. Staff does expect the trail to receive active use and at this time believes the parking lot to be adequate for users.

### **Impact to other users:**

With the added amenity of mountain bike trails, it is anticipated that the number of users in the park will increase. With the user type expected to vary, the majority of the proposed trail is designed to mitigate the speed at which a bike will cross a walking path. The design of the trail is predominately located in areas which do not have an established use, thus not now actively used. It is important that the park be a safe and useful amenity for all residents and visitors. Where crossings are going to occur they will be established in a way that will force bike riders to slow there speed to safely cross the walking trail. Clearing brush near the trail crossings would also be a method to help establish better visibility around each trail intersection.

### **Signage:**

Where intersections occur, trails would be marked displaying the direction of travel and expectations. The City should expect to put up signage warning walkers and bikers of the crossings. There can also be signage placed at the entrance to further inform users of expectations as well as conditions of trails after rain events. Such as: “Riders must wait 2 hours after a rain event before trail use” and “Be good stewards remove all trash”.

### **FISCAL IMPACT:**

There is \$120,000 reserved for the development of mountain bike trails throughout the park. At this time staff does not have more specific information about the project costs to bring forward.

### **OPTIONS:**

Staff is requesting that the Parks Commission review and comment on the draft trail design.

The Parks Commission may:

1. Recommend approve the trail as it has been presented;
2. Direct Staff to amend the trail design;
3. Recommend denial of the development of the mountain bike trail(s) throughout the park; or

### **RECOMMENDATION:**

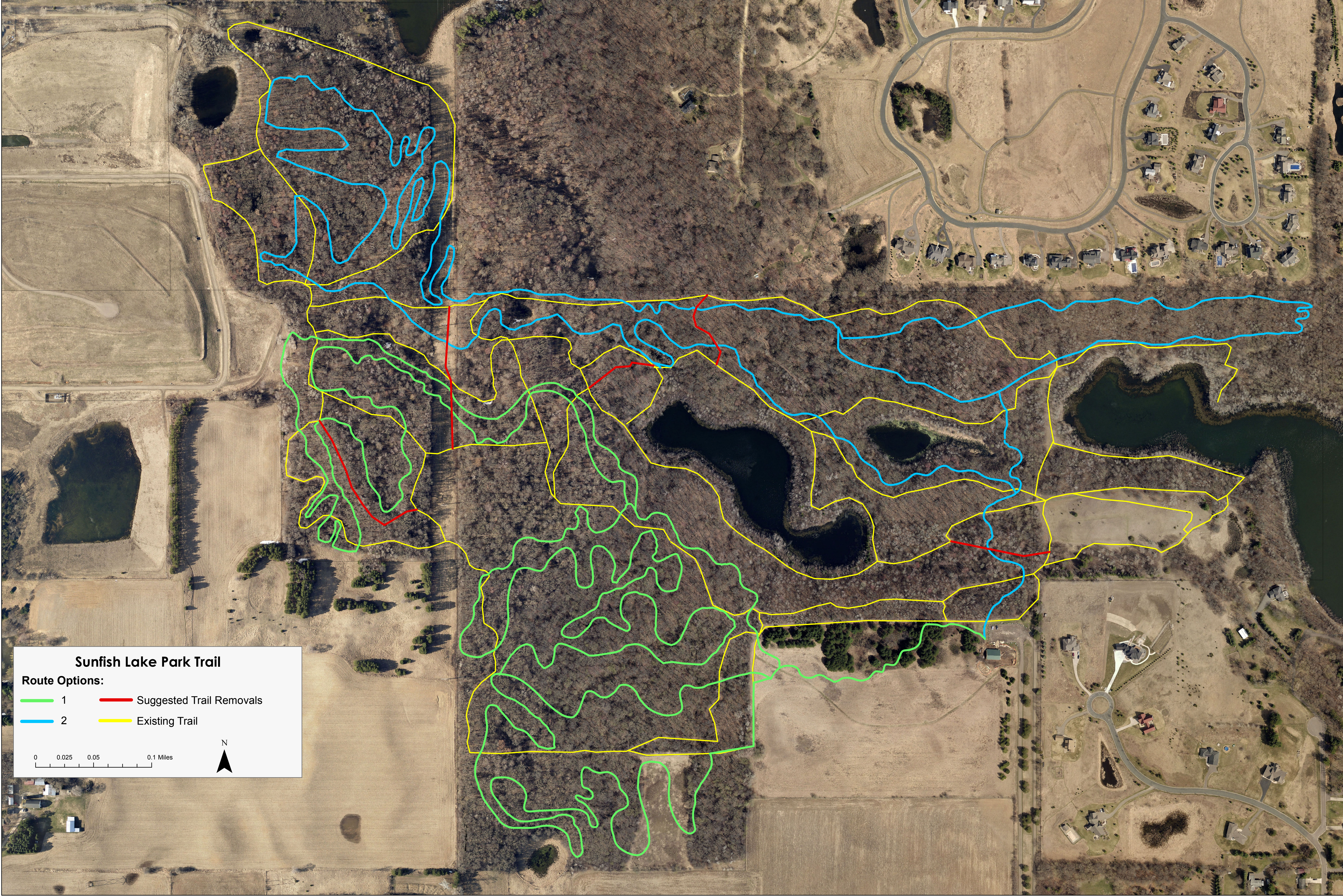
At this time Staff believes that Route number 1 would be the best option for the park.

***“Recommend approval of the proposed Route one mountain bike trail design for Sunfish Lake Park as presented.”***

### **ATTACHMENTS:**

- Draft Trail Map.
- Other Mountain Bike Trail Examples.





### Sunfish Lake Park Trail

Route Options:

<span style="color: green;">—</span> 1	<span style="color: red;">—</span> Suggested Trail Removals
<span style="color: blue;">—</span> 2	<span style="color: yellow;">—</span> Existing Trail

00.0250.050.1 Miles

N



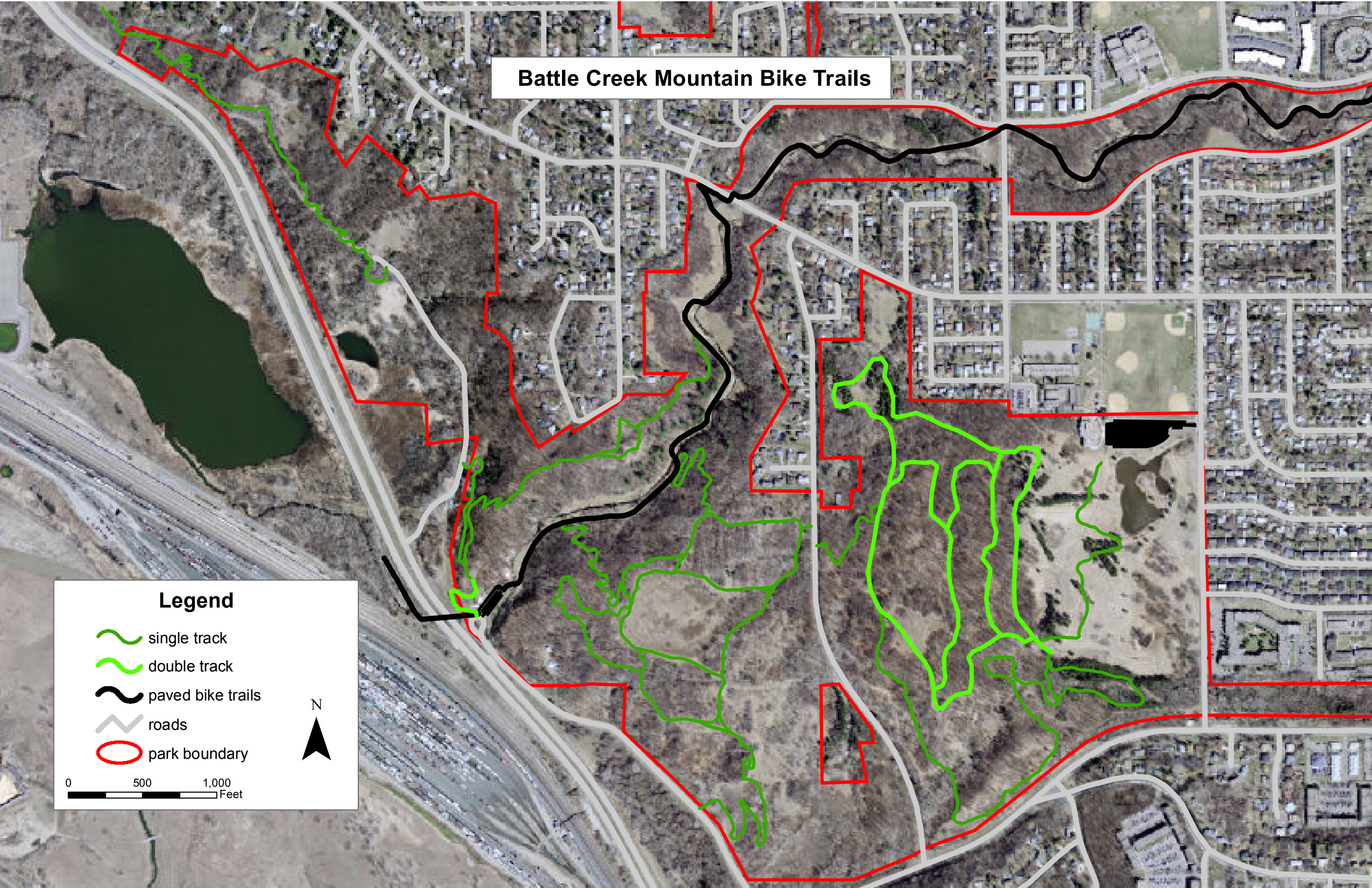
# Battle Creek Mountain Bike Trails

## Legend

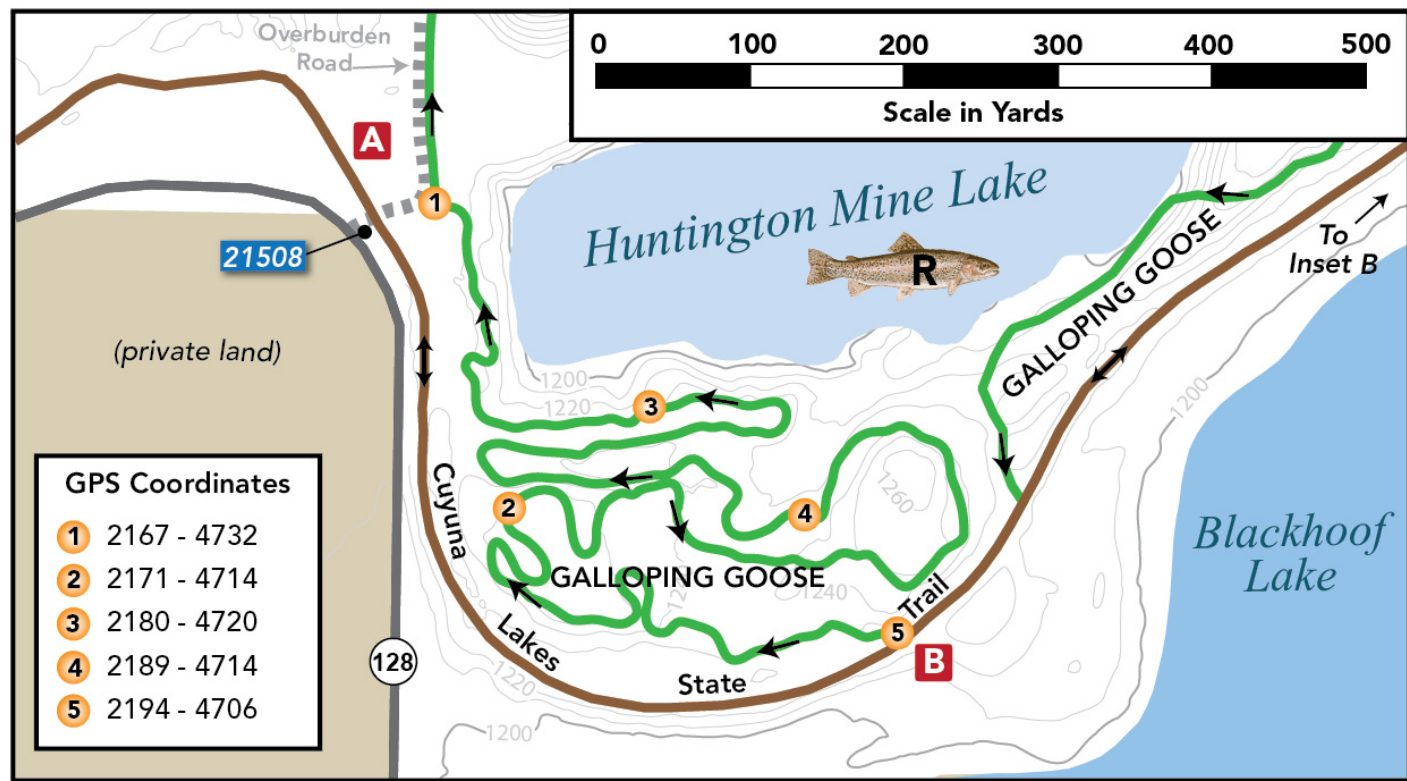
- single track
- double track
- paved bike trails
- roads
- park boundary



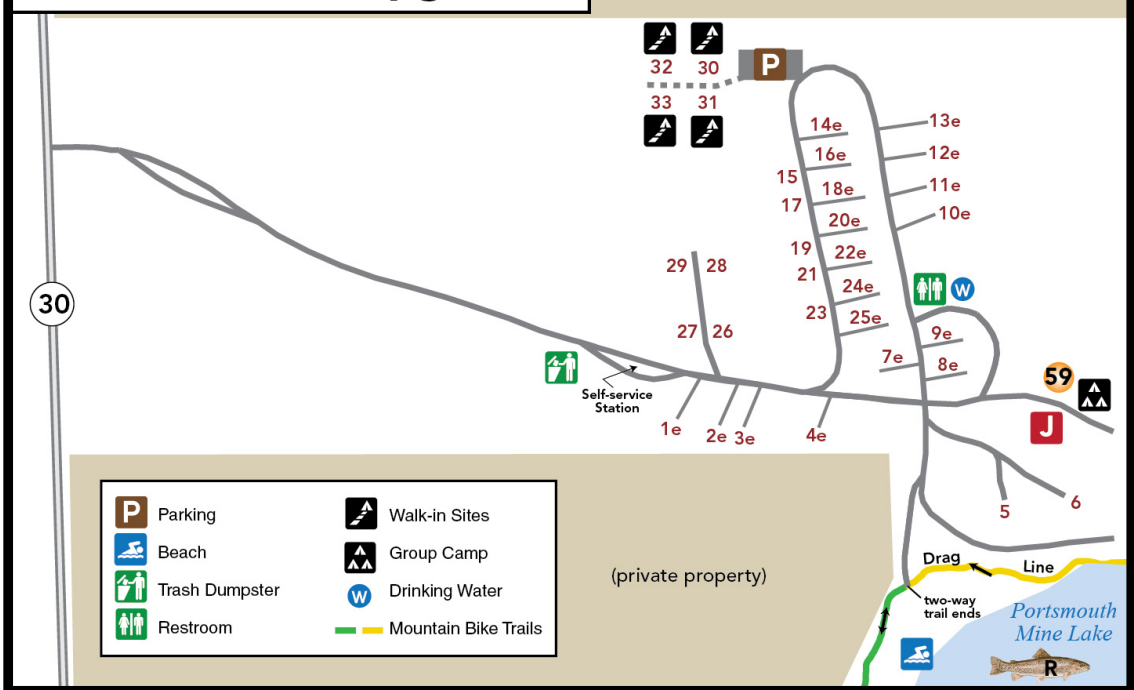
0 500 1,000 Feet







## Portsmouth Campground



## More About Cuyuna Country State Recreation Area...

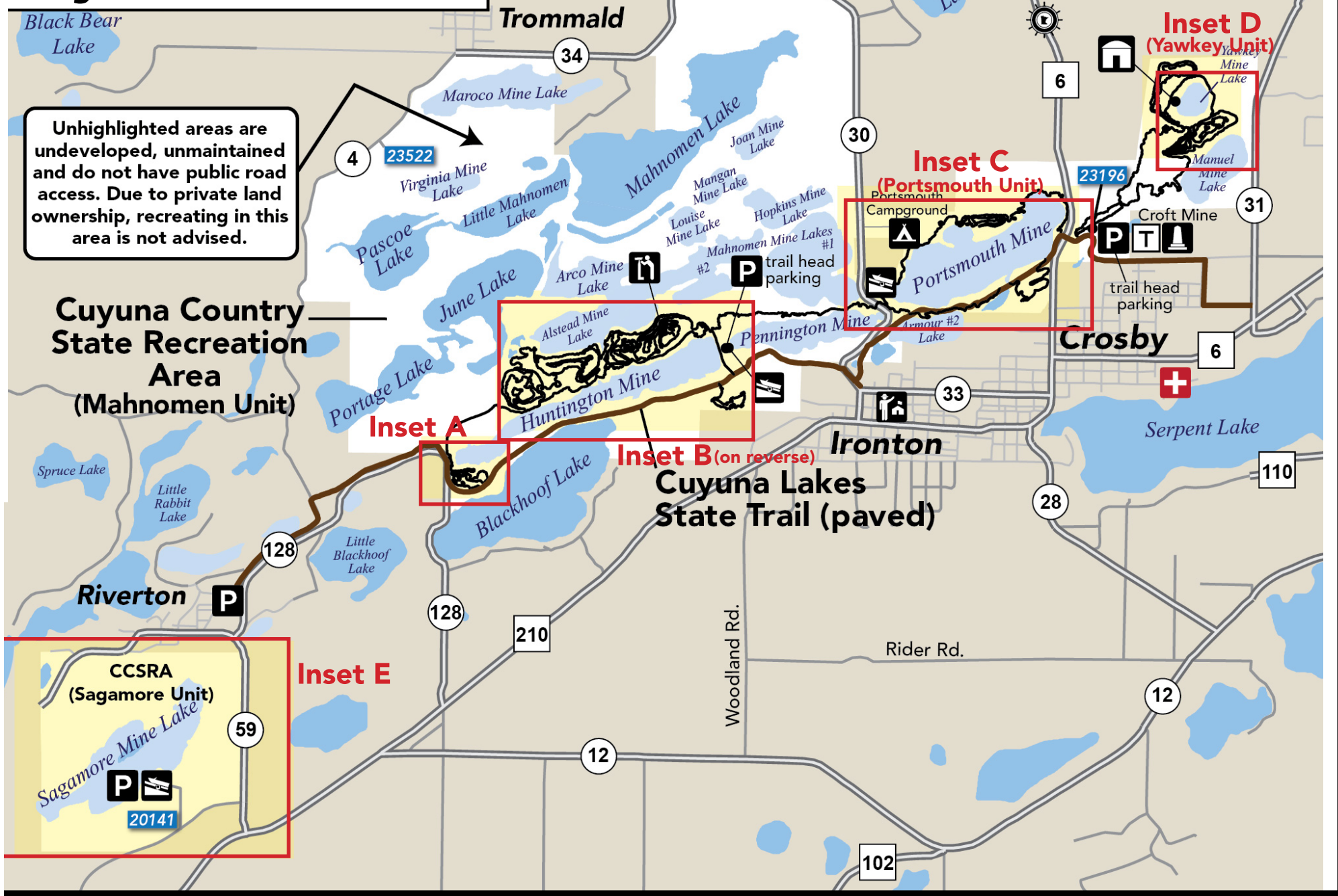


Abandoned by mining companies more than 30 years ago, this area of former mining pits and rock-deposit stockpiles now boasts 5,000 acres of regenerated vegetation.

The area offers a variety of recreation opportunities including biking (both paved and mountain bike trails), snowmobiling, fishing, boating, hiking, wildlife-watching, scuba diving, camping and more.

The Cuyuna Country mountain bike trails are a 27-mile long mountain bike trail system, covering nearly 800 acres from Yawkey Mine Lake, on the east, to Huntington Mine Lake on the west. From the campground, bike east to the Croft Mine Historic Site and Yawkey Mine Lake, or go west over the channel between Mahnomen and Pennington Mines up to the Miner's Mountain Overlook and Huntington Mine Lake.

## Cuyuna Overview



### Recreation Area Winter Use:

- Areas Plowed – Miner's Mountain Rally Center, Croft Trailhead, Sagamore Trailhead, Yawkey Road and Yurt parking.

### Permitted Uses:

- Fat biking, snowshoeing, cross-country skiing no set tracks), hiking and snowmobiling (see mndnr.gov/snowmobiling for more information).

### Winter Regulations:

- Fat Biking - tires must be at least 3.7" wide.
- Do not ride on soft or wet trails.
- See park website for regulation details.

### Prohibited Uses:

- Activities which damage the groomed trail, no restrictions on Cuyuna Lakes State Trail. State park rules still apply.
- No pets allowed on trails, except on Cuyuna Lakes State Trail.
- Foot travel, except as permitted.

When rain results in wet or soft trail conditions, the trails will be immediately closed to all users until conditions improve. Please contact the park office for up-to-date information.

In addition to 27 miles of natural shoreline, six mine lakes connect to create 267 acres of continuous water surface; perfect for exploring by boat or canoe. Anglers can cast a line for trout (with a trout stamp), northern, bass, crappie or sunfish.

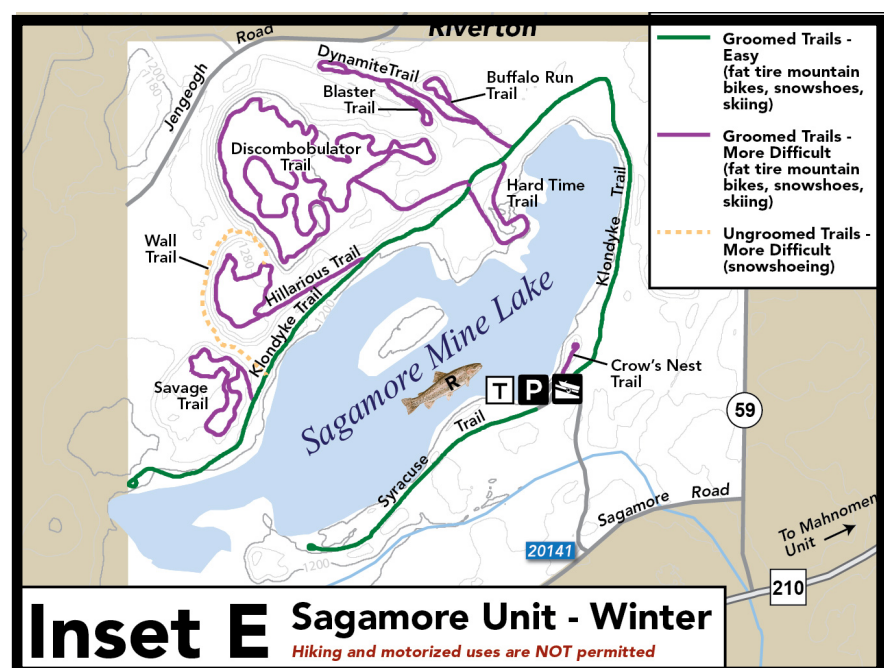
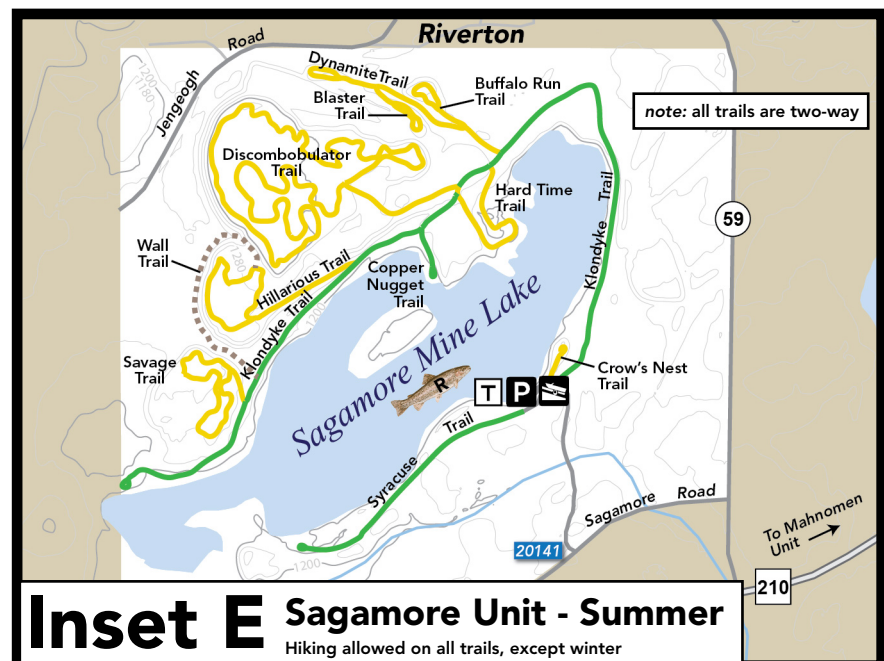
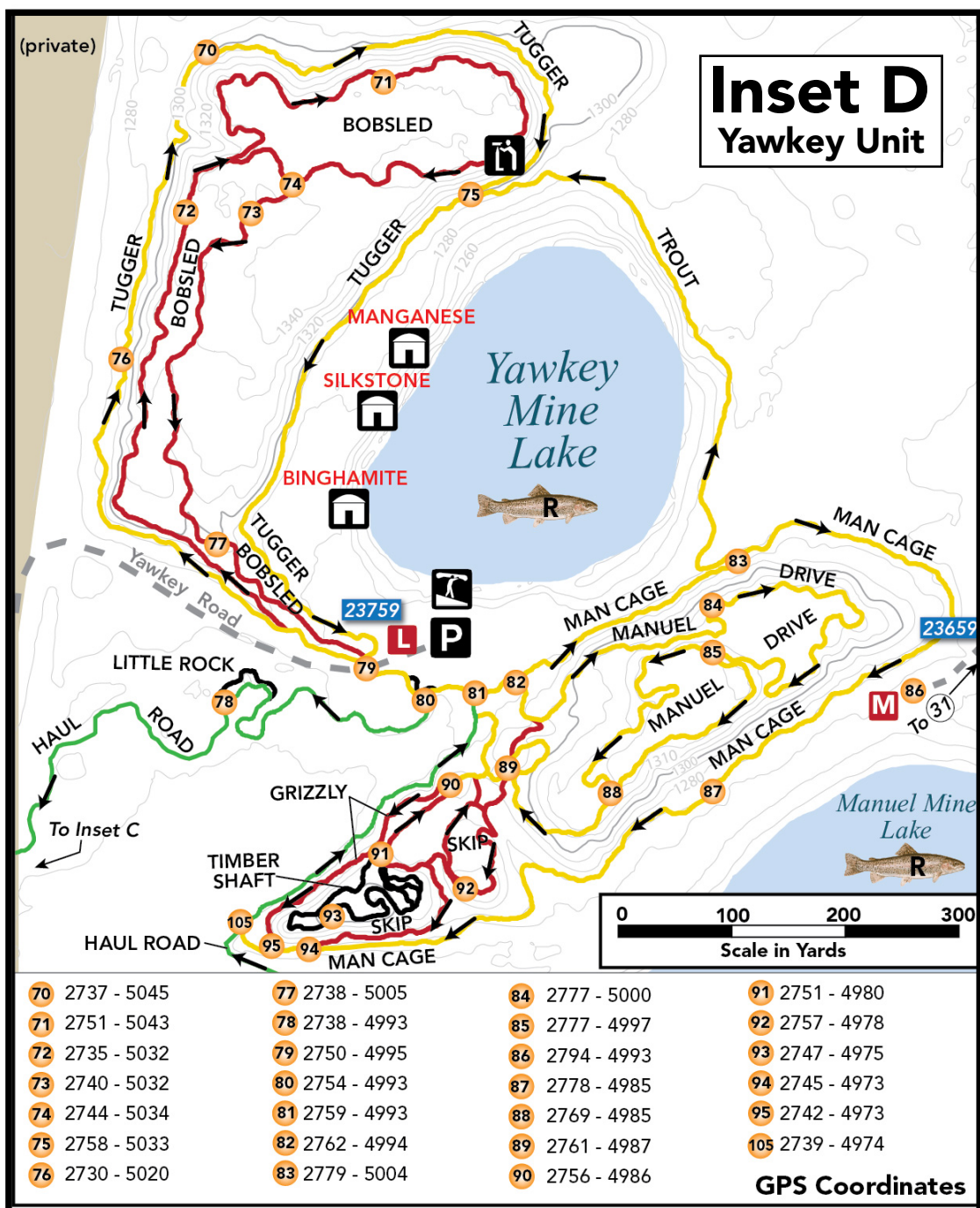
Due to the clarity and depth of the lakes, they are frequented by scuba divers for recreation and training. The underwater terrain includes sheer walls and flat terraces, characteristic of the mine roads, railroads and other remnants of the mining industry.



includes sheer walls and flat terraces, characteristic of the mine roads, railroads and other remnants of the mining industry.

### Packed Winter Trails (approximately 40 miles) - See park website for regulation details

Single track	2' wide - approximately 25 miles - Mahnomen Unit, Portsmouth Unit & Yawkey Unit Allowed uses - fat biking, snowshoeing and ungroomed cross country skiing
Double track	4' wide - approximately 8 miles - Sagamore Unit Allowed uses - fat biking, snowshoeing and ungroomed cross country skiing
Quad track	8' wide - approximately 7 miles - Cuyuna Lakes State Trail Allowed uses - fat biking, snowshoeing, ungroomed cross country skiing and hiking



## Cuyuna Country State Recreation Area Map



Includes Cuyuna Country Mountain Bike and Cuyuna Lakes State Trails

MINNESOTA  
STATE PARKS AND TRAILS

## For more information:

Getting there:  
307 3rd Street  
Ironton, MN 56455

Phone: 218-546-5926  
GPS coordinates - office  
(in lat/long)  
N 46° 28.723'  
W 93° 58.597'

DNR Information Center  
500 Lafayette Road  
St. Paul, MN 55155-4040  
Phone: 651-296-6157  
Toll free: 888-MINNDNR  
TTY: 651-296-5484  
Toll free: 888-657-3929

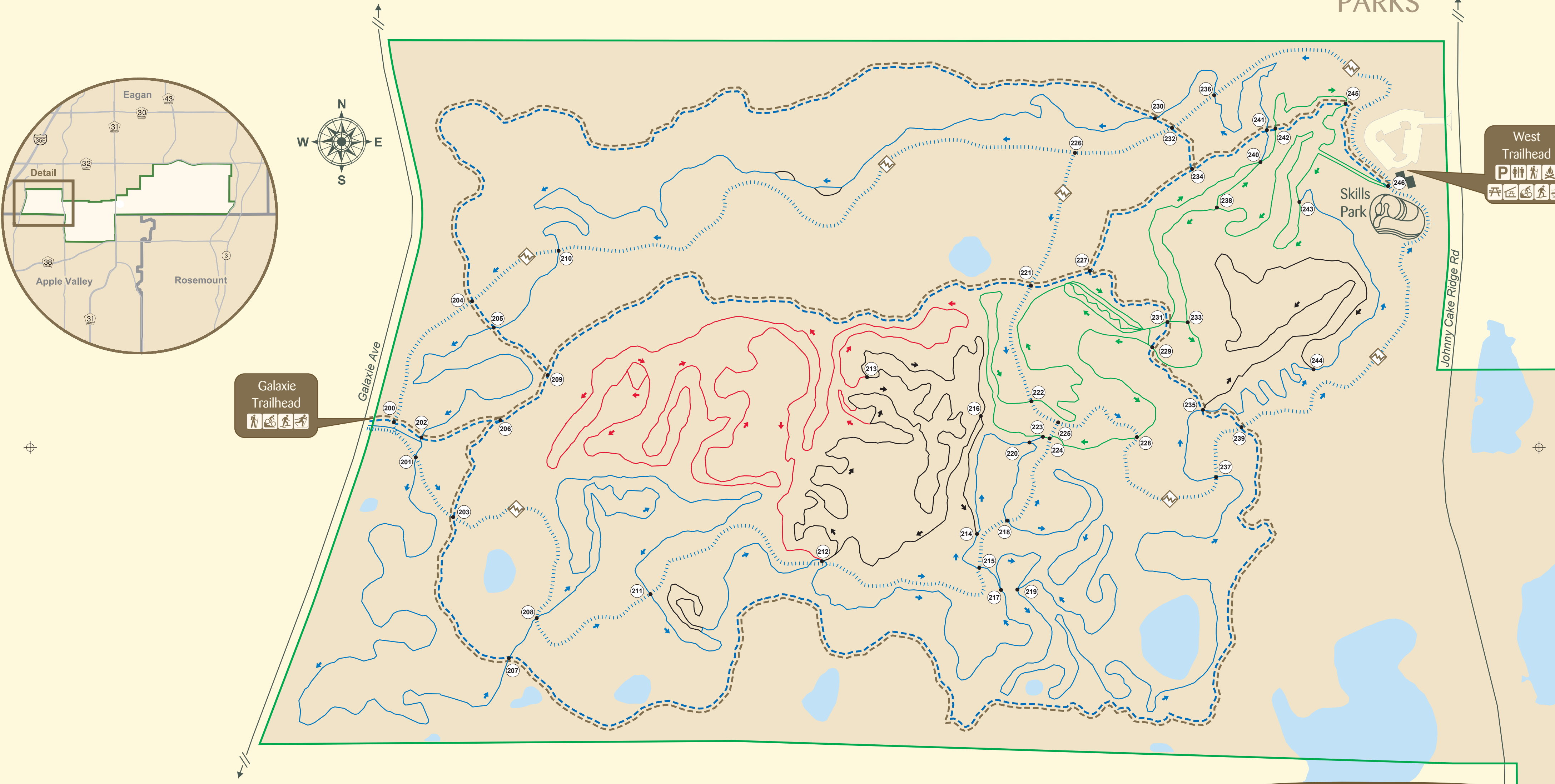
GPS coordinates - Miner's Mountain Rally Center  
(in lat/long)  
N 46° 29.06'  
W 93° 59.563'

Email: info.dnr@state.mn.us

[mndnr.gov/state\\_parks/cuyuna\\_country](http://mndnr.gov/state_parks/cuyuna_country)



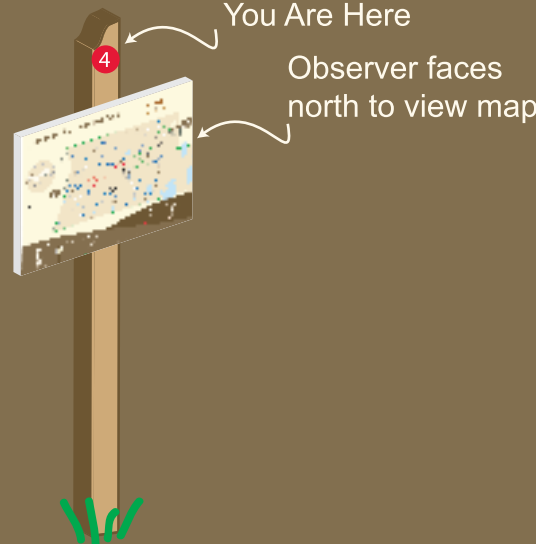
# Lebanon Hills Regional Park



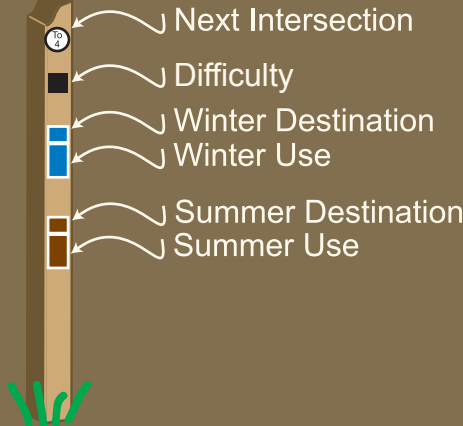
Activities & Amenities

- Parking
- Restroom
- Hiking
- Fire Ring
- Picnic Area
- Picnic Shelter
- Snowshoeing
- Ski Skating
- Mountain Biking

Intersection Post



Trail Use Post

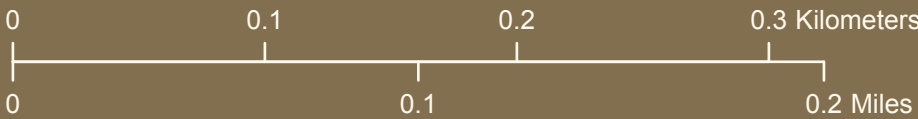


Spring - Summer - Fall Trails

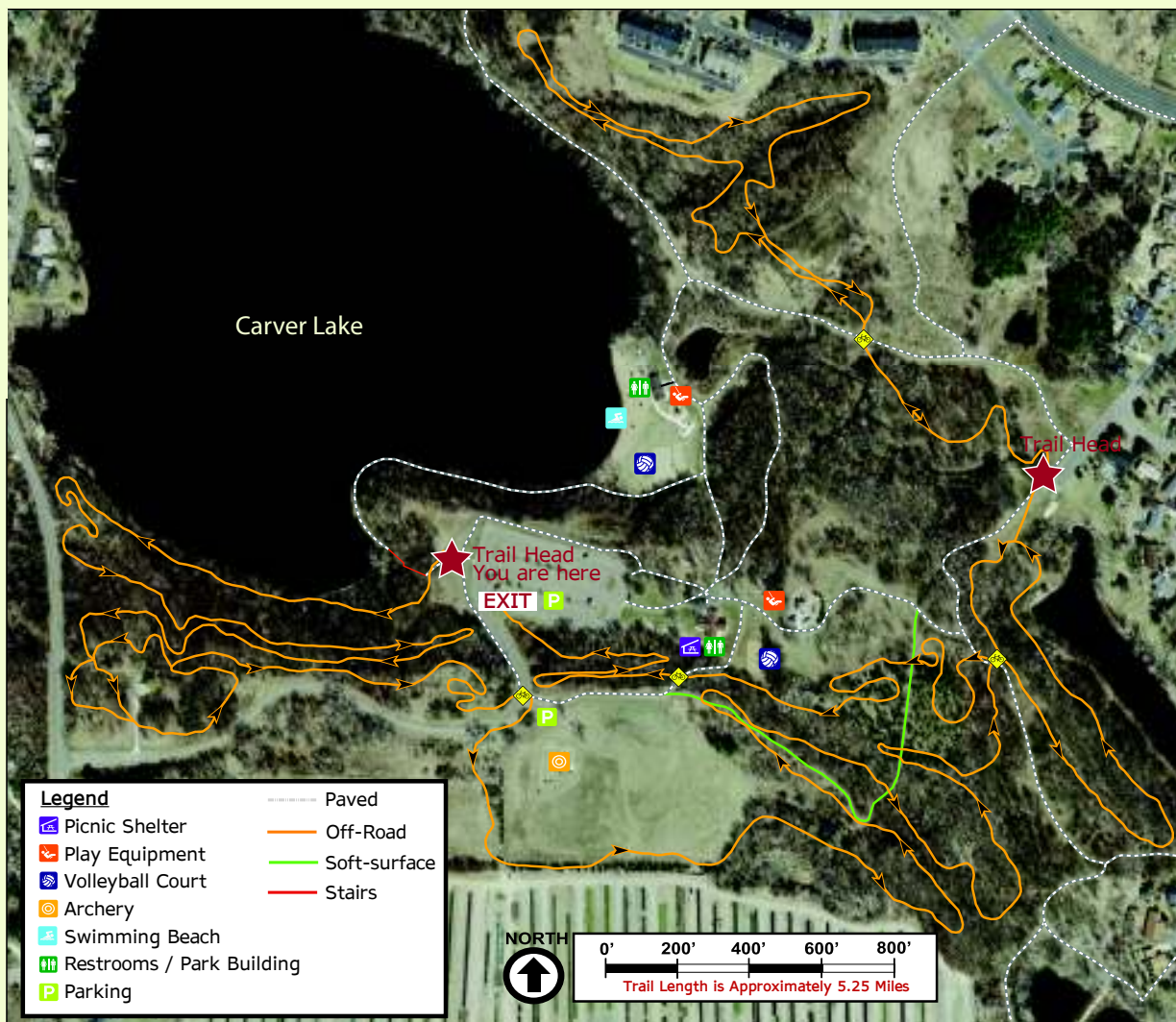
- Hiking Trail
- Mountain Bike
- Easiest
- More Difficult
- Very Difficult
- Extremely Difficult

Winter Trails

- Snowshoe/Winter Hiking Trail
- Advanced Ski Skating
- Mountain Bike
- Easiest
- More Difficult
- Very Difficult
- Extremely Difficult



# Carver Lake Park Off-Road Cycling Trail - City of Woodbury



## Welcome

- Park hours are 6 a.m. to 10 p.m. or as scheduled for event
- Picnic shelter use requires permit
- Trash and recycling must be deposited in designated containers
- Pets must be on leash and pet waste must be picked up
- Tobacco use is prohibited
- Glass containers are prohibited
- No motorized vehicles on grass or trails
- On paved trails, Bicyclists must yield to pedestrians

For Facility Information or Maintenance Needs:  
Contact City of Woodbury Parks and Recreation  
(651) 714-3583 or visit [www.ci.woodbury.mn.us](http://www.ci.woodbury.mn.us)

FOR EMERGENCIES OR TO REPORT SUSPICIOUS ACTIVITY:  
DIAL 911

## This Trail Built and Maintained with the Help of MORC

This trail is the result of a successful partnership between the City of Woodbury, Minnesota Department of Natural Resources and the Minnesota Off-Road Cyclists (MORC). MORC is a non-profit organization with more than 900 mountain bike members, dedicated to gaining and maintaining sustainable natural-surfaced recreational trails throughout the state. MORC volunteers designed and completed construction of the trail, and those same volunteers continue to care for and maintain it, in cooperation with the City of Woodbury. MORC thanks the city for this opportunity to create a valuable and lasting recreational resource for the city's residents and guests.

Trail Conditions, Trail Work Schedules and more at:  
[www.morcmtnb.org](http://www.morcmtnb.org)

## IMBA Rules of the Trail

The way we ride today shapes mountain bike trail access tomorrow. Do your part to preserve and enhance our sport's access and image by observing the following rules of the trail, formulated by IMBA, the International Mountain Bicycling Association. These rules are recognized around the world as the standard code of conduct for mountain bikers. IMBA's mission is to promote mountain bicycling that is environmentally sound and socially responsible.

1. RIDE ON OPEN TRAILS ONLY.
2. LEAVE NO TRACE.
3. CONTROL YOUR BICYCLE.
4. ALWAYS YIELD TRAIL.
5. NEVER SCARE ANIMALS.
6. PLAN AHEAD.

Keep the trails open by setting a good example of environmentally sound and socially responsible off-road cycling.

Trail open for off-road cycling, trail running, hiking and snowshoeing.

Hikers and trail runners yield to cyclists by stepping off trail.

Cyclists announce approach to hikers and other cyclists.

Helmets required for off-road cycling.

Do not modify the trail or trail features.

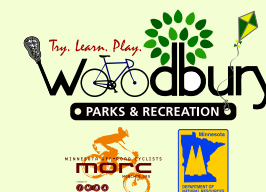
Leave no trace - RIDE ON DESIGNATED TRAILS ONLY.

Please refer to [www.imba.com](http://www.imba.com) for a more complete description of the rules of the trail.

## During Wet Conditions TRAIL CLOSED

### Single-Track Trail Design

Single-track trails are designed to have water run across them rather than down the trail, thereby reducing erosion. Riding on wet trails creates ruts causing water to run down and collect on the trail hindering the sustainability of the trail. The trail will be posted closed during extended wet conditions. At other times, please allow the trail to dry before use.





GPS locations (using USNG (United States National Grid) in 15T VM)

GPS numbers are based on the U.S. National Grid System, (similar to Lat/Long) which is what Emergency Services use to locate individuals in duress. These numbers are based on a 1,000 Meter USNG. Coordinate type can be changed in your GPS properties to key in these GPS coordinates for your location.  
For more information on the U.S. National Grid, visit: <http://www.gis.state.mn.us/committee/emprep/download/USNG/index.html>

6 2228 - 4768	18 2276 - 4791	30 2313 - 4823	42 2338 - 4831
7 2224 - 4769	19 2274 - 4802	31 2316 - 4813	43 2337 - 4826
8 2222 - 4777	20 2274 - 4814	32 2319 - 4818	44 2347 - 4828
9 2223 - 4791	21 2285 - 4796	33 2323 - 4815	45 2350 - 4838
10 2222 - 4801	22 2292 - 4801	34 2324 - 4807	46 2346 - 4844
11 2234 - 4786	23 2294 - 4808	35 2332 - 4813	47 2359 - 4840
12 2231 - 4817	24 2295 - 4815	36 2330 - 4828	48 2360 - 4830
13 2237 - 4806	25 2297 - 4814	37 2329 - 4828	49 2369 - 4836
14 2243 - 4786	26 2297 - 4827	38 2326 - 4831	50 2377 - 4833
15 2247 - 4805	27 2298 - 4831	39 2334 - 4839	51 2393 - 4845
16 2250 - 4797	28 2305 - 4828	40 2336 - 4836	52 2385 - 4783
17 2259 - 4785	29 2308 - 4814	41 2339 - 4834	53 2392 - 4771
			54 2400 - 4779

Inset B  
Mahnomen Unit



Mountain Bike Trail Difficulty Ratings

In skills area at Rally Center only

- Easiest
- Easy
- More Difficult
- Very Difficult
- Extremely Difficult (experts only!)

Other roads/trails

- State Trail (paved)
- Hiking Only
- Paved Road
- Unpaved Road

Two-Way Trails

One-Way Trail Direction

Public road crossing: use caution!

Mine Lakes

Natural Lakes

Rainbow Trout

Brook Trout

Parking

Vault Toilet

E-911 Addresses

EMS Access Points

Hospital

GPS Locations

Restrooms

Park office

Picnic Shelter

Picnic Area

Yurt

Overlook

Shorefishing

Water Access

Carry-in Access

Historic Site

Drinking Water

Great River Road

Open daily from 8 am to 10 pm

Mountain bike trail closures will be posted on the CCSRA website and at obvious locations in the field.

Park Facilities and Features:

- 33 Campsites (18 electric)
- 1 Group camp
- 3 Yurts
- Designated trout lakes
- Scuba diving opportunities
- Mountain bike trails
- Groomed fat tire bike trails in winter
- Cuyuna Lakes State Trail – 6.7 miles paved
- Historic Croft Mine

Mountain Bike Safety Tips:

- There are inherent risks to mountain biking, ride at your own risk.
- Test the fit and function of your equipment before each ride.
- Always wear a helmet and appropriate safety gear.
- Wear bright colored clothing so others can see you.
- Obey all rules and signs.
- Ride with a friend to promote fun and safety.
- Always yield the trail. Let others know you are coming.
- Be aware of your surroundings and other trail users.
- Ride to your ability and in control at all times.
- Do not ride on soft or wet trails.
- Ride open trails only.

- Always keep your speed at a level that will allow full control.
- Parents, watch children at all times.



Emergency Response:

- GPS location markers are shown on this map and placed in the field.
- If you have an emergency, call 911, and provide the dispatcher with the following:
  - Description of the emergency.
  - Numbers on the nearest emergency location marker.
  - Name of the trail you are on.

Caution:

- Mountain bike trails include loose and slippery surfaces. Proceed carefully as rocks and trees frequently fall, and are commonly encountered on the mountain bike trails. Extreme caution should be used on the mountain bike trails at all times!
- There is no such thing as "safe ice," and ice seldomly freezes uniformly.



Prohibited Uses:

- Off-highway vehicles.
- Remote camping.
- Mountain bike trails close to all uses during rain. Do not ride or hike on soft or wet trails.
- Consuming or displaying intoxicating liquors.
- Driving your boat at speeds greater than 10 mph.
- Building or maintaining a fire except in a fire ring at the Portsmouth Campground.
- Target and trap shooting.
- Horse riding on the mountain bike trail.
- Pets must be personally attended to at all times. Pets must be on a leash no longer than six feet in length.
- Any activity that damages the trails by foot or bike.