

# OTSEGO

## Parks + Recreation System Master Plan

Adopted by the Otsego City Council July 22, 2019



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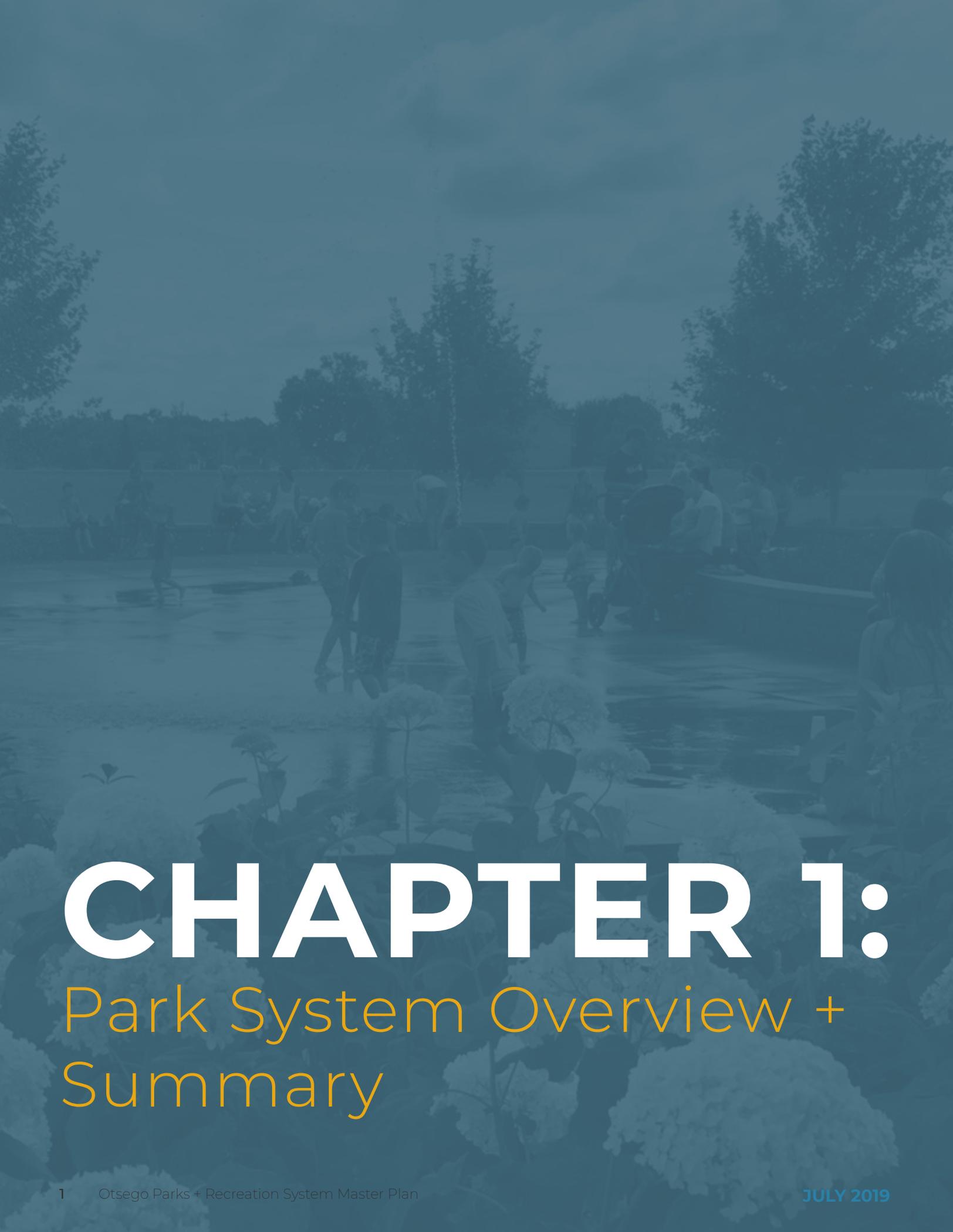
*Thank you to all the  
members of the Otsego  
community who provided  
input during the system  
planning process!*

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# CHAPTER 1:

## Park System Overview + Summary

# Parks Introduction

## History of Otsego Park Development

The quality parks and trails that exist in Otsego today are representative of past planning efforts. An initial Comprehensive Park, Trail and Recreation Plan was completed in 1992. The Comprehensive Plan update in 1998 addressed expansion of the parks and trails system in anticipation of urban development starting with construction of municipal sanitary sewer and water utilities. The Parks and Trails Plan was updated again as a stand-alone document in 2001. An update of the Parks and Trails Plan occurred in 2004 with the Comprehensive Plan update addressing on-going growth management. These plans inventoried existing facilities and assessed the needs of different park types based upon future growth as it was then projected. Through the proactive implementation of these planning tools, the City has established a foundation for a high-quality, comprehensive network of recreational spaces that contribute to the quality of life within the community as well as to the community's overall identity.



Kittredge Park

## Park Naming

Parks are named by the City's Heritage Preservation Commission (HPC). The name typically includes the name of a former land owner or other culturally significant name. The HPC has developed interpretive signage for every park in the City to describe the history of the area and the naming.

## Notable Parks and Facilities Developments

The Prairie Center is a city facility located in Prairie Park. The building initially served as City Hall, now it serves as the Community Center, as well as hosting the City Council and other City Commission's meetings.



Prairie Park



Northwood Park

## Quick Inventory of the System

- ▶ Prairie Park (Community Park)
- ▶ Neighborhood Parks & Playlots
  - Beaudry Meadows Park
  - Frankfort Park
  - Kittredge Park
  - Lefebvre Creek Playlot
  - Lily Pond Park
  - Northwood Park
  - School Knoll Park
  - Zimmer Farm Park
- ▶ Greenways/Conservation Areas
  - Davis Farm Park
  - Lefebvre Creek Greenway
  - Wilson Preserve
- ▶ Special Use Parks
  - Carrick's Landing
  - Nashua Landing
  - Norin Landing
- ▶ Trails
  - 25.6 total miles of City trails
  - 5 loop trails
- ▶ Other Parks and Open Spaces:
  - Otsego County Park
  - Rice Lake + Odean DNR Wildlife Management Areas
  - VFW Soccer Fields
  - Kaleidoscope School open space
  - Prairie View Elementary open space
  - Otsego Elementary open space

## Department Structure

The Otsego Parks and Recreation Commission is made up of eight appointed representatives. The Mayor serves as a representative of the City Council. The Park Commission meets once a month to discuss and advise the City Council on issues related to development of parks and trails, and recreation programs.

Five full time employees make up the parks and recreation department staff team, as well as part time and seasonal employees. The full time staff members include:

- ▶ Parks and Recreation Director
- ▶ Recreation Administrative Assistant
- ▶ Park Lead
- ▶ Park Maintenance (2)

# Intent of the Master Plan

The intent of this plan is to provide guidance for how to grow and maintain existing and future parks and recreation programming for the next 10-20 years for the Department by integrating community input and current services and infrastructure with best practices in recreation and park planning standards.

## How to Use the Plan

Otsego's Parks and Recreation System Plan is organized into four chapters. The different chapters can be referenced individually to understand where the Otsego parks system is today, what recommendations there are for the future, and how those recommendations are prioritized to address to future needs..

- ▶ Chapter One introduces and provides context for the plan with a history of the system and the guiding principles for Otsego's parks and recreation.
- ▶ Chapter Two outlines the value of parks and recreation, national and local trends that impact current and future development and the use of parks and recreation systems, and a summary of community input.
- ▶ Chapter Three includes detailed information about the system's existing conditions, needs, recommendations, and supplemental or precedent projects. The chapter is organized into four sections:
  - Natural Resources Plan
  - Parks and Facilities Plan
  - Trails and Connectivity Plan
  - Recreation and Marketing Plan
- ▶ Chapter Four provides implementation tools, including priorities to assist with future decision-making, general cost estimates, potential funding sources, and a process to review future project proposals.

Throughout the entire plan, yellow call out boxes are used to provide supplemental information.

The system plan is supplemented by three appendices.

- ▶ Appendix A: The first appendix includes 11x17 maps that inventory the system's facilities and parks.
- ▶ Appendix B: The second appendix includes the peer community comparison and the NRPA Metrics used to identify comparisons of Otsego's number and types of parks and recreation facilities to other similar communities.
- ▶ Appendix C: The third appendix contains all of the input received during the community engagement process, including a list of Key Findings.

It is important to recognize that the recommendations contained within this plan do not constitute all possible future actions. Instead, this System Plan provides a framework to guide future decision-making. Given the 20-year time frame, it is anticipated that the System Plan may need to change as the community responds to future trends, needs, and opportunities.

The following specific tasks and actions were undertaken:

- ▶ Engage the community members and obtain input and desires for the future of parks and recreation in Otsego
- ▶ Develop a long-range (10-20 years) guide for Otsego's parks, recreation, natural areas, and trails to include a list of priorities and goals for future decisions about park and recreation investments
- ▶ Prioritize actions to ensure the parks and recreation system meets community needs now and in the future
- ▶ Create Park Inventory maps identifying park characteristics and facilities
- ▶ Provide guidance on operations and maintenance

# Guiding Principles

The City's most recent Comprehensive Plan document was completed in 2012. It identifies goals, policies, and plans related to land use, the natural environment, transportation, parks and trails, and community facilities and infrastructure. Some of the major parks and trails goals from the 2012 Comprehensive Plan include:

- ▶ Goal #1: Planning for the parks and trails system shall be a dynamic process that organizes and addresses recreation activities in a comprehensive manner.
- ▶ Goal #2: Acquire land for development of a park and trail system to fulfill the long-term needs of the present and projected population of the community.
- ▶ Goal #3: Develop a comprehensive system of safe, aesthetically pleasing parks, greenways and trails geographically located throughout the community in a manner compatible with surrounding land uses that provide a variety of facilities to all the people of Otsego.
- ▶ Goal #4: The Parks and Recreation Department will provide for the efficient maintenance and operation of clean, orderly, controlled, safe and attractive park lands and recreation facilities.



From the goals outlined in the 2012 Comprehensive Plan,, Guiding Principles for Parks and Recreation Department have been developed. Guiding Principles are the statements that capture and define the character and values of the Otsego's Parks and Recreation Department. They will be used by staff and elected officials to guide high level decision making in parks and recreation. These principles have been referenced when defining recommendations and priorities.



## Community Identity

Use a consistent design signature in the design of parks, trails, amenities, and facilities throughout Otsego to convey a community identity. Recreation programming and events emphasize and instill the community's character and identity.



## Natural Areas Preservation

Preserve land for future generations through the acquisition of high quality natural areas for parks, open space, river access, and trail corridors. Acknowledge and protect the Mississippi and Crow River corridors in the city.



## Access and Connectivity

Maintain and develop a well-connected trail network throughout the community including sidewalks, on-road trails, and off-road greenway corridors. Ensure the appropriate trail support facilities, such as trailheads, signage, water fountains, and benches, are provided for high level experiences. Connect neighborhoods to destinations, such as schools, commercial areas, city facilities, river access points, and adjacent communities. Acknowledge and improve the Mississippi River Trail (MRT) as an important community trail corridor. Consider future development patterns and acquire key properties to provide access to high quality parkland throughout the city.



## Service and Communication

Parks and recreation staff provide helpful and responsive service to Otsego's residents and visitors. Information on parks, facilities, and recreation programming is communicated effectively, easily accessible, and promoted to the community.



## Quality over Quantity

Focus on development of specific, prioritized high quality parks and recreation facilities in the community rather than build additional facilities of lower quality. Avoid duplication of facilities that may be provided by other agencies in the community.



## Sustainability

Ensure sustainable maintenance and replacement of existing parkland and recreation facilities. When investing in new parks and facilities, ensure that appropriate planning considers long term maintenance and replacement needs.



## Fiscal Responsibility

Ensure that department budgeting reflects efficient and organized management of capital investments, maintenance and operations spending, and staffing levels to provide necessary and desired parks and recreation services.

# Local Context

Otsego is a growing Minnesota community of just under 20,000 residents located at the northwest corner of the Twin Cities metro area. Otsego’s developing system of parks and open space includes thirteen parks within 173 acres of City parkland with more future parkland under development, one County park, two DNR State-owned wildlife management areas, and two State water trails, the Mississippi River and Crow River. Prairie Park and the Prairie Center serve as the hub of recreation programming and facilities, located in the central part of the City. The City anticipates growth of its parks, recreation, and trails in line with its developing neighborhoods in order to serve its residents now and into the future.

Otsego experienced increased growth in the late 1990s which continued into the mid 2000s. Economic conditions, regionally and nationally, slowed growth at that point. In the past five years or so, growth and development have begun to increase again. Today, the City is growing at a steady pace, with an average of over 200 new residential units per year over the last five years.

Located in Wright County, Otsego ranked 1 on the Star Tribune’s Hot Housing Index for 2018. Average price per square foot was up 20 percent compared to previous four-year average. Houses sold, on average, 2 days faster than the previous year. Sellers got, on average, 100 percent of their original list price. About 33 percent of the 537 sales were from new construction and less than 1 percent were short sales or foreclosures.

Otsego’s topography consists of some rolling hills, but a mostly even terrain, which has made it a desirable location for agricultural fields in the past. The elevation varies from about 975’ above sea level in the northwest part of the City to about 850’ above sea level where the Mississippi and Crow River meet in the southeastern part of the City.

# Demographics

Otsego’s population grew rapidly from 2000 until about 2007, when it leveled off for a few years. Then, the City started to grow rapidly again around 2013.

Otsego’s population is made up of young families with larger average household sizes compared to Wright County.

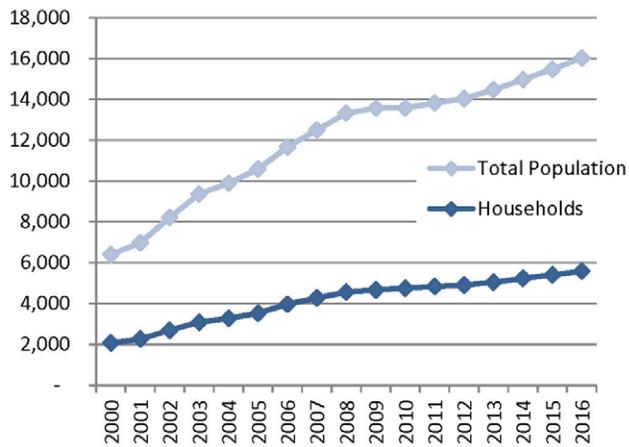
The population of Otsego is expected to grow 67% between 2017 and 2030, while the population of the County is expected to grow approximately 9%. Most of the County’s growth over the next 10-15 years will be in Otsego.

Table 1. Otsego and Wright County Populations

	Otsego	Wright County
2017 Population estimate (Mn State Demographer)	16,755	134,286
2010 Population - Census	13,571	124,700
Population under 18 years	31.1%	28.1%
Owner-occupied housing rate (2012-2016)	91.5%	81.8%
Persons per household (2012-2016)	2.91	2.81
Median household income (2016)	\$89,556	\$75,705
2030 Population forecast	28,000 (from 2012 Comp Plan)	145,773
% Growth (2017-2030)	67%	9%

Sources: <https://www.census.gov/quickfacts/fact/table/otsegocityminnesota,US/PST045217>; <https://mn.gov/admin/demography/data-by-topic/population-data/our-estimates/pop-finder2.jsp>

Figure 2. Otsego Population and Household Growth Since 2000

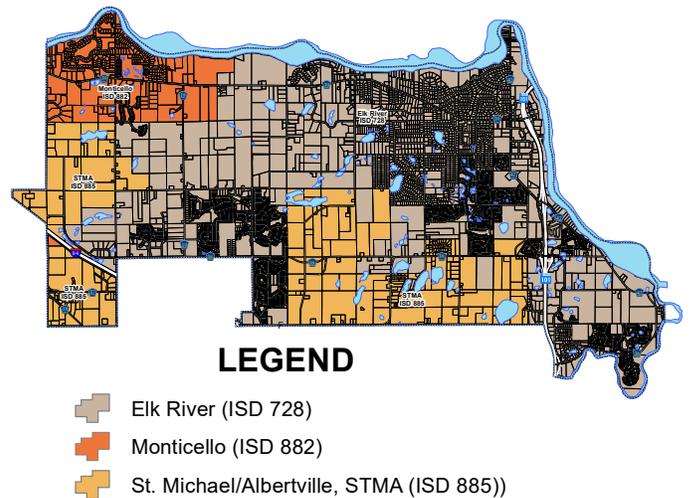


## Adjacent Communities and School Districts

Otsego is located in northern Wright County. The surrounding communities include Elk River, Dayton, Monticello, Rogers, St. Michael, and Albertville. Otsego and its adjacent communities are actively developing with many residents that commute to Minneapolis/Saint Paul or to Saint Cloud. The City of Otsego lies within the boundaries of three school districts:

- ▶ Elk River
- ▶ St. Michael / Albertville
- ▶ Monticello

### School Districts in Otsego



## Peer Community Comparison

In order to compare Otsego to the parks and open space systems of peer communities, the system planning process surveyed the following Minnesota communities with similar suburban/exurban contexts, tax bases, and populations to Otsego: East Grand Forks, Elk River, Hermantown, Hugo, Lino Lakes, Monticello, Rogers, Rosemount, St. Michael, and Victoria. We looked at the number of facilities, parks department budget, and staffing levels. More detail can be found in Appendix B.

Table 2. Peer Communities

City	2016 Population	2017 Total Market Value	2017 Tax Capacity
East Grand Forks	8,843	\$599,694,329	\$6,971,485
Elk River	24,368	\$1,933,205,459	\$23,135,213
Hermantown	9,507	\$977,497,959	\$12,826,526
Hugo	14,605	\$1,470,858,552	\$16,030,008
Lino Lakes	20,803	\$1,843,486,874	\$20,350,697
Monticello	13,409	\$1,749,356,053	\$28,315,551
<b>Otsego</b>	<b>16,019</b>	<b>\$1,372,667,244</b>	<b>\$15,372,529</b>
Rogers	12,539	\$1,690,028,013	\$22,820,944
Rosemount	23,559	\$2,638,726,613	\$31,946,130
St. Michael	17,174	\$1,467,102,640	\$15,594,219
Victoria	8,920	\$1,214,635,000	\$12,933,805

2017 Market Value and Tax Capacity document: <https://www.lmc.org/media/document/1/2017composition.pdf?inline=true>

Source: <https://www.lmc.org/page/1/property-tax-reports.jsp#proptx17>

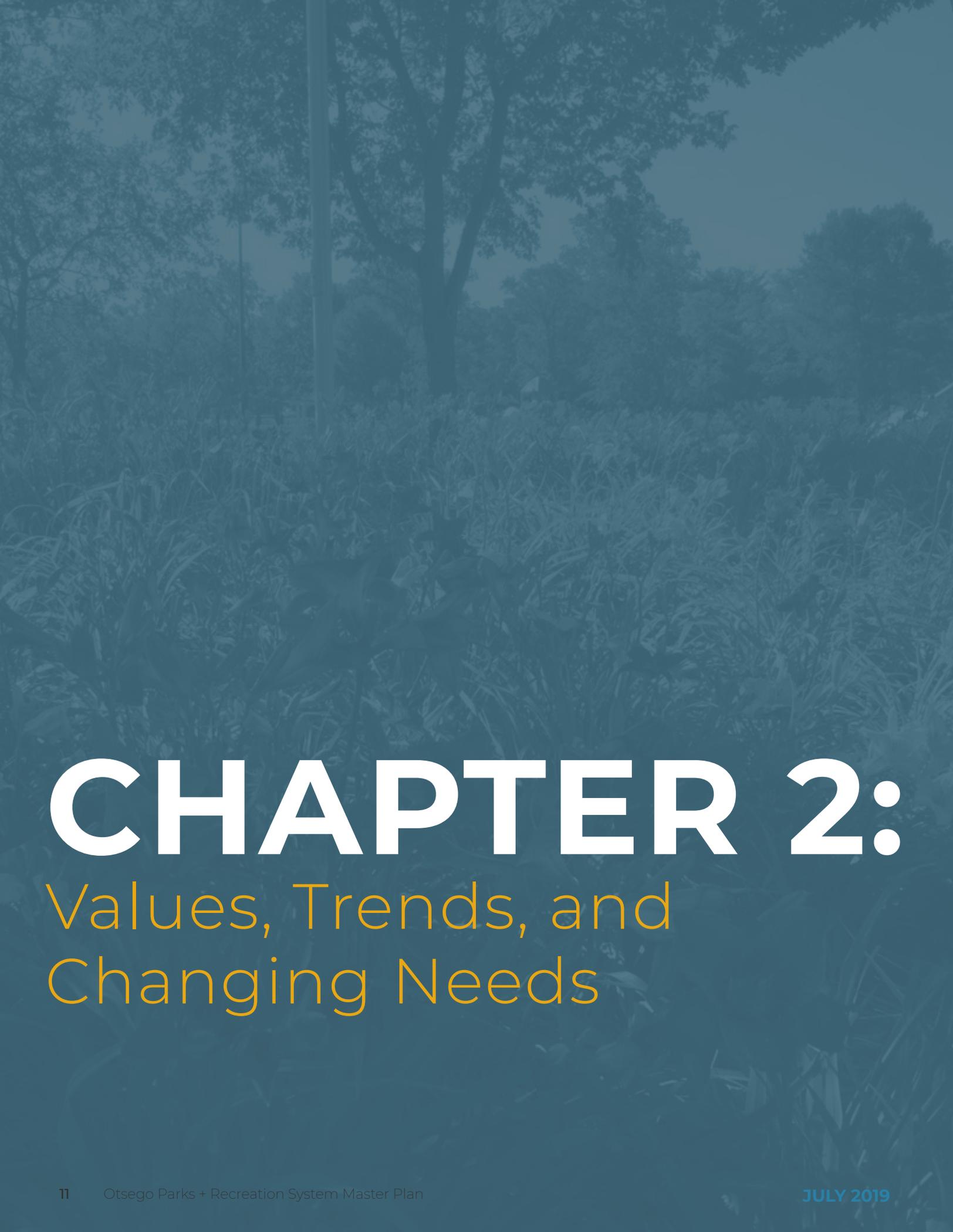
MN State Demographer Population Source: <https://mn.gov/admin/demography/data-by-topic/population-data/our-estimates/>

Table 3. Peer Community Comparison + NRPA Metrics Summary\*

	Otsego (2016)	Comparable Community Average	NRPA Metric Population < 20K	NRPA Metric Population 30,000
City area in square miles	30.49	27.00	n/a	n/a
Total Parks	13	24	12.2	16.2
Total Trail Miles (includes City + Park trails, not sidewalk)	25.56	12.0	n/a	n/a
Ballfields (combined)	7	11.7	13.1	13.5
Multi-use rectangular fields (soccer/lacrosse/football)	5 (adult-size fields)	10.0	4.6	4.0
Playgrounds	10	13.0	7	10.0
Tennis courts	8	5.4	n/a	n/a
Pickleball courts (includes shared courts, total)	3	3.3	n/a	n/a
Outdoor basketball courts	8.5	5.9	4.4	4.3
Outdoor ice rinks	1	2.5	1.9	1.4
Indoor ice rinks	0	1.3	2.2	1.2
Sledding hills	2	1.4	n/a	n/a
Volleyball courts	1	1.3	2.5	2.1
Outdoor aquatic facilities (pools, water parks, splash pads, beaches)	1	0.8	1.8	1.2
Disc golf	0	0.6	n/a	n/a
Archery Range	1	0.0	n/a	n/a
Community/Recreation centers	0 *Community Center - only rentable rooms	1.2	1.4	1.1
Picnic shelters	11 *one reservable	9.1	n/a	n/a
Natural Space Acreage (Total City and Non-City Parks & Open Space acreage)	827	1,332.6	173	288
Dog Parks	1		1.6	1.1
Permanent bathroom facilities	0	2.8	n/a	n/a

Source: [www.nrpa.org](http://www.nrpa.org)

\*The above table does not include recreation facilities, such as private golf courses, or lakes and rivers for fishing and water recreation, which are also located in Otsego.



# CHAPTER 2:

## Values, Trends, and Changing Needs

# Value of Parks & Recreation

When people talk about the places they love in their city or neighborhood, parks and trails are at the top of the list. They are sources of community identity and pride, and parks and recreation are also essential to the physical, economic, environmental, and social health of cities and their residents. Quality parks, along with schools and access to transportation, are typically the top three criteria people consider when choosing a place to live.



## Health & Wellness

A healthy recreation and park system equals healthy residents. Simply put, people who engage

in regular physical activity are healthier and happier. When people have access to parks, trails, and recreation, they exercise more. In addition, increased exposure to natural areas has been linked to improved physical and psychological health.

Recreation programs contribute to community health. Recreation programs offered for all ages (families, youth, adults, and seniors) promote life-long learning and a supportive community atmosphere. Specific programs can help accomplish other community goals, such as education about sustainability or youth development.

Recreation and Parks encourage play. Parks are often cited as people's favorite places. They are the places people go to have fun, relax, and play. Whether it's a place to play a game of soccer, garden with neighbors, take a quiet walk through the woods or go on a vigorous run with the dog, a balanced park and recreation system has something for everyone.

## Property Values

Parks and open space increase property values. Numerous studies show



that proximity to parks, trails, and open spaces increases residential property values. Parks and open space can also positively affect commercial property and can be catalysts for redevelopment. In the **REALTORS and Sustainability 2018 Report**, 59% of REALTORS listed proximity to parks and outdoor recreation as one of the top neighborhood features their clients look for when buying a house.

(Source: <https://www.nar.realtor/sites/default/files/documents/2018-sustainability-report-04-24-2018.pdf>)

## Beauty

Parks contribute to aesthetics. Parkways, tree-lined streets, gardens, lush landscaped areas, views of rivers and lakes, stately woods, and public art are all things that make a city a beautiful place to live, work, play, and shop. They make essential contributions to a city's livability and vitality.

## Natural Value & Environmental Benefits

Parks and open space provide environmental benefits. Trees and vegetation found in parks, preserves, and open spaces improve air and water quality and provide wildlife habitat. These areas also play a role in managing stormwater runoff and protecting natural areas.



## Cultural & Social Amenity

Parks preserve natural and cultural heritage. Significant natural features, such as large stands of woodlands, rivers, creeks, and lakes, are preserved for today's residents as well as for future generations.

Parks have important social benefits. Parks are often the focal points of neighborhoods. As places for neighborhood activities, celebrations, and informal interaction they provide places for community members to come together.

HGCI has developed the above language as a result of our analysis of industry research for park system planning.

# Trends in Parks and Recreation

The following parks and recreation trends have been identified as potentially having an impact on the planning and use of parks and recreation facilities in Otsego.



## More Transient

In order to relocate for a job, better schools, or up-size or down-size, people are moving more often now than in past decades. In order to keep local residents informed of offerings, parks and recreation departments should provide ample information through multiple outlets: City website, social media, and mailed/print publications.



## Trail Use

In many communities, trails are the most requested facility. As the popularity of walking, running, biking, and dog-walking have continued to increase, people are looking for trails that are safe and provide high quality experiences, including loops, off-road paved surfaces, and natural corridors.

The following trends analysis has been developed by HKGi using industry research and tailored to fit the context of the City of Otsego.



## Aquatic Facilities & Recreation Centers

Many communities provide or are being asked to provide high quality indoor and outdoor aquatic facilities and community or recreation centers that include options for all ages: senior center, teen center, preschool, meeting rooms, event facilities, indoor pool, indoor children's play area, and fitness center.



## High Quality Athletic Facilities

Artificial turf fields are becoming more popular as a way to provide reliable and flexible multi-use athletic fields that require little maintenance compared to natural turf fields. Tournament complexes with multiple features and amenities, such as covered dugouts, concession stands, permanent restrooms, shaded viewing areas, and warm up spaces are also becoming more in demand.



## Green Alternatives

Changing weather patterns, increased flooding, larger rain events, and increased development have brought attention to smart stormwater design and best practices for protecting the environment. Implementation of rain gardens, prairie restoration areas, and native landscaping along shorelines have become popular ways to improve the local landscape.



## Special Facilities & Non-Traditional Activities

There is more interest today in unique and non-traditional recreational activities as people are constantly discovering and learning about new ways to recreate. These include: disc golf, challenge courses, dog parks, splash pads, archery, and pickleball, among others.



## Universal Design & Accessibility

There is a need for public services, such as parks and recreation facilities, to be designed to meet the needs of all citizens in terms of accessibility and usability.



## Disconnected From Nature

Digital devices, such as mobile phones, tablets, and laptops, provide constant distractions from the outdoors. Parks and recreation need to stay relevant to ensure youth and adults engage with the outdoors.



## Aging Actively

People are living longer today than ever before, and many seniors have a desire to stay active as they grow older. Activities, such as pickleball, swimming, walking, and biking, are popular among seniors.



## Place-Making & Destination Facilities

Destination parks and special facilities, such as event spaces, amphitheaters, bars/restaurants in parks, and unique facilities have been popular developments in recent years as communities try to attract visitors and provide memorable experiences for their residents. Placemaking is a multi-faceted approach to the planning, design and management of public spaces. Placemaking capitalizes on a local community's assets, inspiration, and potential, with the intention of creating public spaces that promote people's health, happiness, and well-being.



## Safety

Residents are more concerned about safety in parks and open spaces. Desired features include lighting in parks and along trails, security cameras, and open spaces with long sight lines.



## Increasing Demands on Time

Changes in employment patterns are altering patterns of parks and recreation use and are creating more demand at new times. Notable trends include a shorter workweek, flexible work hours, home offices, and two income households. For example, use of parks during day hours by mothers with toddlers has decreased, but park use at day's end by young family groups has increased.



## Changing Winters

As winter temperatures have varied in recent years, many communities are finding it difficult to maintain outdoor ice rinks, ski trails, and sledding hills. Refrigerated ice rinks and snow making have been used to provide reliable outdoor winter recreation facilities. Other flexible outdoor winter activities, such as fat tire biking, have become popular.

# Summary of Community Input

## Community Engagement Process

The process for gathering community input included reaching out with social media, email blasts, postings in parks and community buildings, and attending local events. There were three phases of engagement during the system planning process.

### Phase 1

Phase 1 engagement included general outreach to inform residents of the project and get general feedback on issues and opportunities. Activities included:

- ▶ July–September 2018: Online engagement
  - Survey Monkey Questionnaire
  - Social Pinpoint interactive mapping
  - Project website information
  - Parks and Rec Newsletter article
- ▶ August 23, 2018: Stakeholder meetings
- ▶ July 17, 2018: Park Commission meeting

### Phase 2

Phase 2 engagement presented the inventory and analysis of the system and gathered feedback on the key findings. Activities included:

- ▶ September 15, 2018: Pop up open house meeting at the Prairie Festival
- ▶ October 16, 2018: Joint City Council/Park Commission meeting
- ▶ November 20, 2018: Park Commission meeting

### Phase 3

Phase 3 engagement focused on reviewing the draft master plan recommendations and gathering feedback on priorities. Activities included online feedback methods and outreach with social media and email blasts.

## Online Survey Responses

This online survey conducted during Phase 1 of the engagement process asked about how residents use current parks and recreation facilities and what improvements or new facilities they are interested in seeing in Otsego in the future. (Advertised on social media, website, and e-mailed)

The survey received 570 responses. Compared to the City's population of 16,019, this means approximately 3.6% of residents participated in the survey. Compared to other similar parks and recreation system plan surveys completed by the consultant, Otsego received high participation.

Other communities' online survey participation for reference:

- ▶ 1.4% -- Elk River Parks and Recreation System Plan (2014) online survey: 300+ participants of 23,447 residents
- ▶ 3.8% -- Chanhassen Parks and Recreation System Plan (2016) online survey: 935 participants of 24,432 residents
- ▶ 1.4% -- Maple Grove Parks and Recreation System Plan (2017) online survey: 924 participants of 66,401 residents

Detailed results of the survey can be found in the System Plan chapter or in Appendix D: Community Engagement



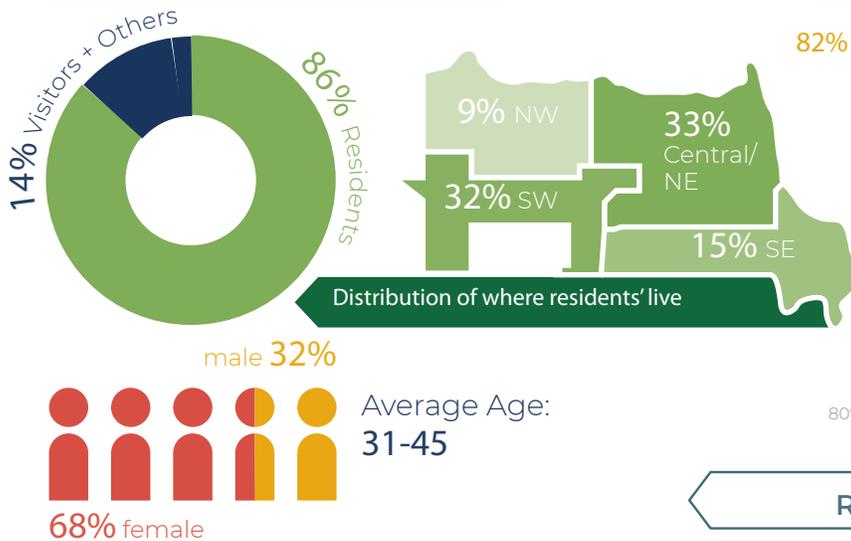
Pop Up Community Open House at Prairie Festival

# Online Community Engagement Summary

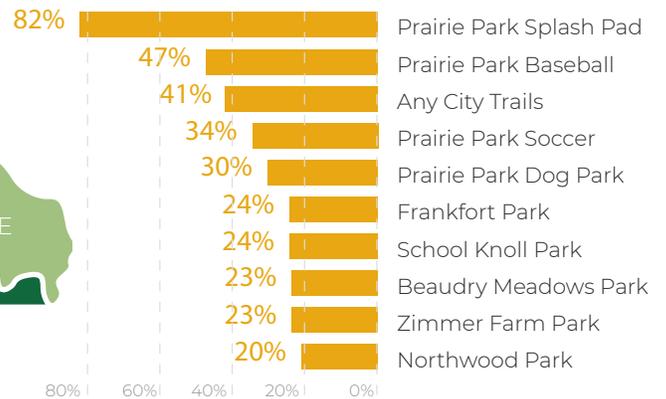
Two different online engagement strategies were implemented to better understand how residents and visitors feel about Otsego's Parks + Recreation System, as well as what they would like to see in the future. The first method was a questionnaire that captured feedback about the parks and recreation system, while the second was an online map that allowed users to leave spatially-based feedback about existing conditions and potential improvements.

This graphic includes a summary of the significant data and comments gathered between these two engagement methods.

## Who Participated?



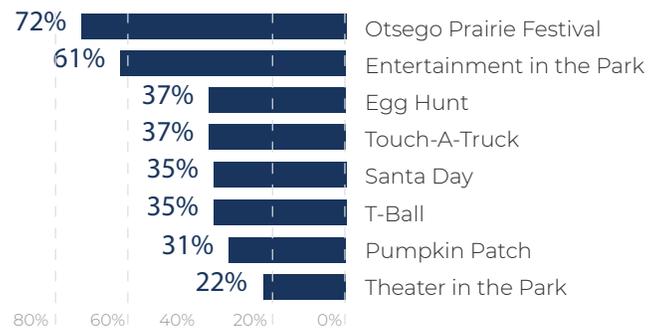
## Respondent's Favorite Facilities



## Overall Rating of Parks + Rec Quality

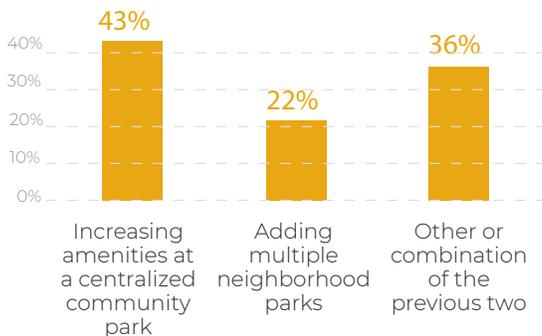


## Respondent's Favorite Programs + Events



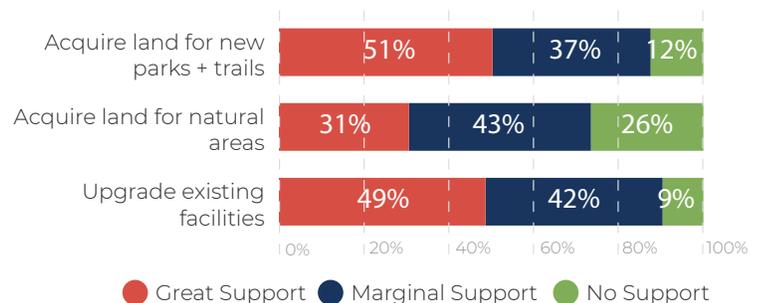
## Preferred Park Development

### Strategies



## Support for Park System Improvements

### Potentially Requiring Taxes or Fees



## Most Desired Neighborhood Park Amenities



92% play equipment



77% parking lot



76% lighting



67% paved loop trail



66% nature play areas

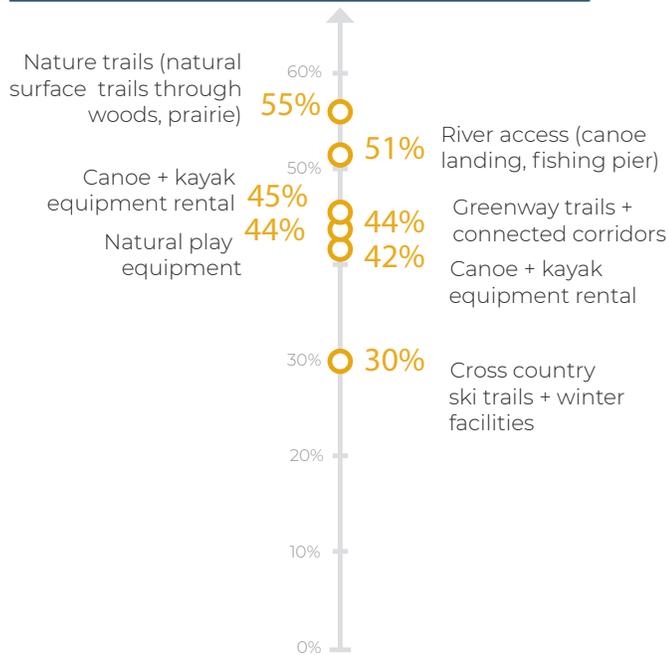


63% open field



54% basketball court

## Top Desired Parks + Rec Facilities



## Other Mentioned Improvements

**“More/bigger splash pads”**

“Indoor ice arena” **“More baseball/softball fields”**

“A safer way to bike ride from Otsego to Elk River.”

“Upgrade splash pad”

“Connecting neighborhoods and parks with a trail system”

**“Better restroom facilities”**

“Restrooms or changing areas at Prairie Park”

“Concessions at Prairie Park”

**“More trails and paths to connect us all”**

“Little league baseball fields”

## Popular Social Pinpoint Comments

“ We love the splash pad, but a permanent bathroom & changing house would be so helpful with little ones. Porta potties are not a toddlers friend.

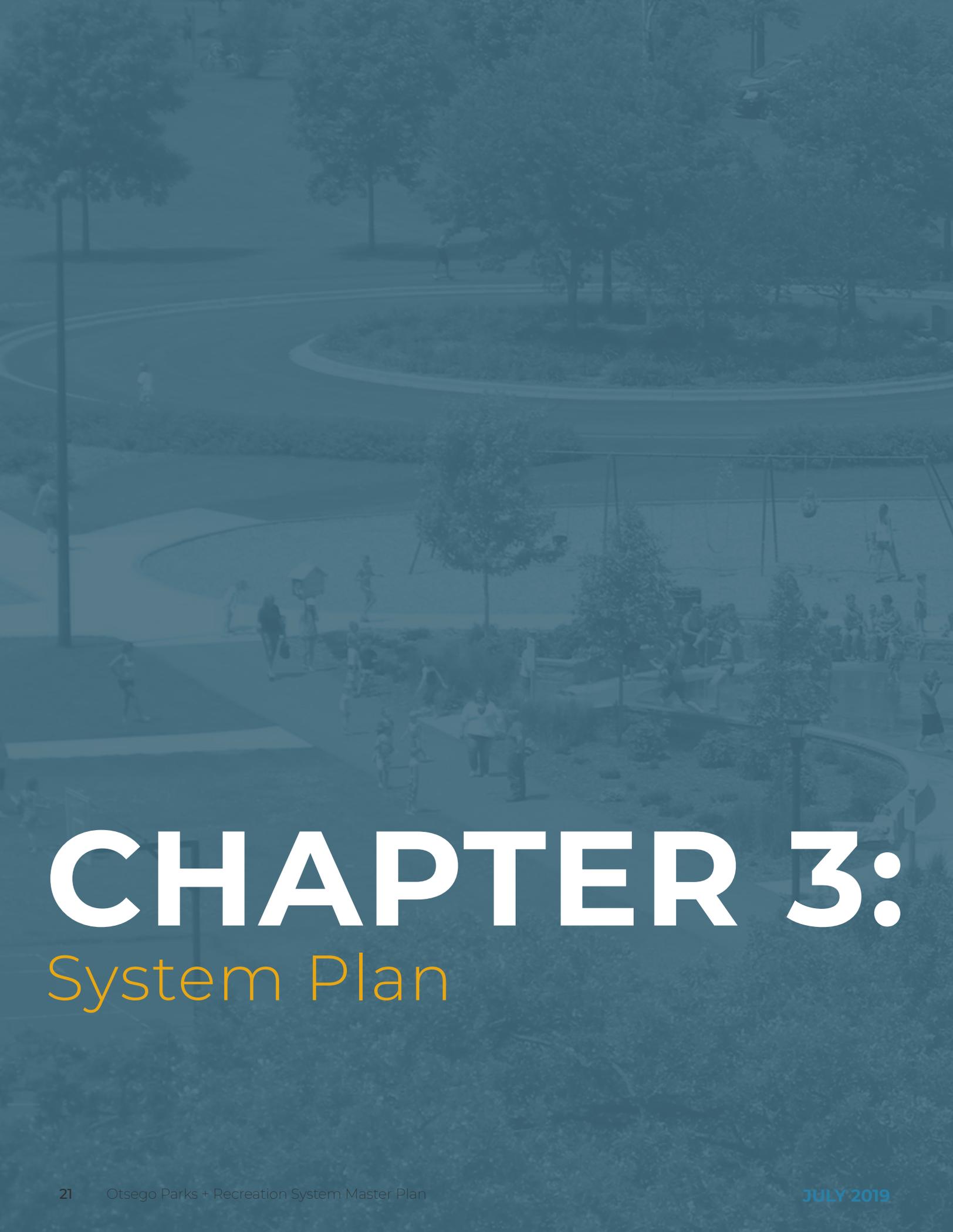
“ Would love to see a better system of bike trails that allow this neighborhood [near Frankfort Park] to connect with other parts of the city.

“ A community center would be wonderful!

“ This new development [off of Ogden Ave NE + 75th St NE] needs a neighborhood park

“ A nice fishing pier with a few places for boats to dock up to would be great.

“ We love the paved trail along 70th, but the speed limit makes it hard to cross the street to it from the other side - needs a crosswalk or something



# CHAPTER 3:

## System Plan

The System Plan is broken down into 4 section, with each section addressing a different area. For future planning, each section can be updated individually and independent of the other.

- ▶ Natural Resources Plan
- ▶ Parks and Facilities Plan
- ▶ Trails and Connectivity Plan
- ▶ Recreation Programming and Marketing Plan

The purpose of this chapter is to provide an inventory of:

- ▶ Existing Conditions
- ▶ Needs Assessment
- ▶ Recommendations
- ▶ Supplemental Information

## Guiding Principles

The icons below are shown next to related System Plan Recommendations throughout the chapter.



**Community Identity**



**Natural Areas Preservation**



**Access and Connectivity**



**Service and Communication**



**Quality over Quantity**



**Sustainability**



**Fiscal Responsibility**

*In the 1880s, Horace Cleveland, a founding father of the Minneapolis parks system, said:*

*“Look forward for a century, to the time when the city has a population of a million, and think what will be their wants. They will have wealth enough to purchase all that money can buy, but all their wealth cannot purchase a lost opportunity, or restore natural features of grandeur and beauty, which would then possess priceless value...”*



# Natural Resources Plan

## Existing Conditions

The City of Otsego contains several natural resource areas, including rivers, lakes, wetlands, streams, and wooded areas. Some of these areas are within publicly owned land and some are privately owned. Some natural resources on privately owned land are regulated by public agencies. The map on the previous page identifies the location of the natural resources described below.

### Mississippi River

Thirteen miles of the Mississippi River's course touches Otsego's northern and eastern boundaries. The entire Mississippi River runs 2,348 miles from Itasca, Minnesota, to Louisiana and the Gulf of Mexico. The Mississippi River is managed by the State Department of Natural Resources within Minnesota.

### The Wild & Scenic Mississippi River

The Minnesota State Wild & Scenic Rivers Program was established in 1973 to protect rivers which have outstanding natural, scenic, geographic, historic, cultural, and recreational values. Six rivers in Minnesota have segments which are designated as wild, scenic, or recreational under the state program.

The Mississippi River from St. Cloud to Anoka was added to Minnesota's Wild & Scenic Rivers Program in 1976. Minnesota's Wild and Scenic Rivers Program assists communities in developing management plans that protect the scenic, recreational, natural, historical, and cultural values for which the rivers were originally designated. The river is designated as "scenic" from St. Cloud to Clearwater, and "recreational" from Clearwater to the Anoka/Champlin line.

See the DNR website for more information: [www.dnr.state.mn.us/waters/watermgmt\\_section/wild\\_scenic/wsrivers/mississippi.html](http://www.dnr.state.mn.us/waters/watermgmt_section/wild_scenic/wsrivers/mississippi.html)

### Crow River

Four miles of the Crow Rivers' course borders Otsego's southern and eastern boundaries. The North Fork of the Crow River is about 125 miles long as it flows southeast

from Lake Koronis until it joins the Mississippi River at the Otsego and Dayton border. The Crow River forms the eastern border of Wright County with Hennepin County. Most portions of the river are considered to be part of a state-designated canoe and boating route, "the North Fork is generally considered to be the main stem, the best maintained, and the best canoeing."

### Land Cover and Plant Communities

The DNR has classified some areas of Minnesota with land cover types and plant communities.

Within Otsego, there are a few sites that have been identified and classified. These include: islands within the Mississippi River and the State Wildlife Management Areas in the southern part of the City.

Other areas have been identified by city planners as significant environmental features. These include:

- ▶ large wooded areas of potential high quality
- ▶ a large wetland complex in the center part of the city
- ▶ areas along the Mississippi and Crow Rivers that may include natural landscapes and features
- ▶ stream corridors that have not yet been developed
- ▶ the DNR's Rice Lake and Odean Wildlife Management Areas

### Mississippi River Trail

The Mississippi River Trail Bikeway is a MNDOT planned and operated bike route that travels through the state from the headwaters near Bemidji, through the Twin Cities Metro area, down to the southeastern part of the state. The trail follows 95th Street NE through Otsego. The trail is part of the larger Mississippi River Trail that continues along the entire length of the Mississippi River down to the Gulf of Mexico. Link to map here: <https://www.dot.state.mn.us/bike/mrt/maps/mrtmap2015.pdf#page=34>



*Mississippi River at Norin Landing*

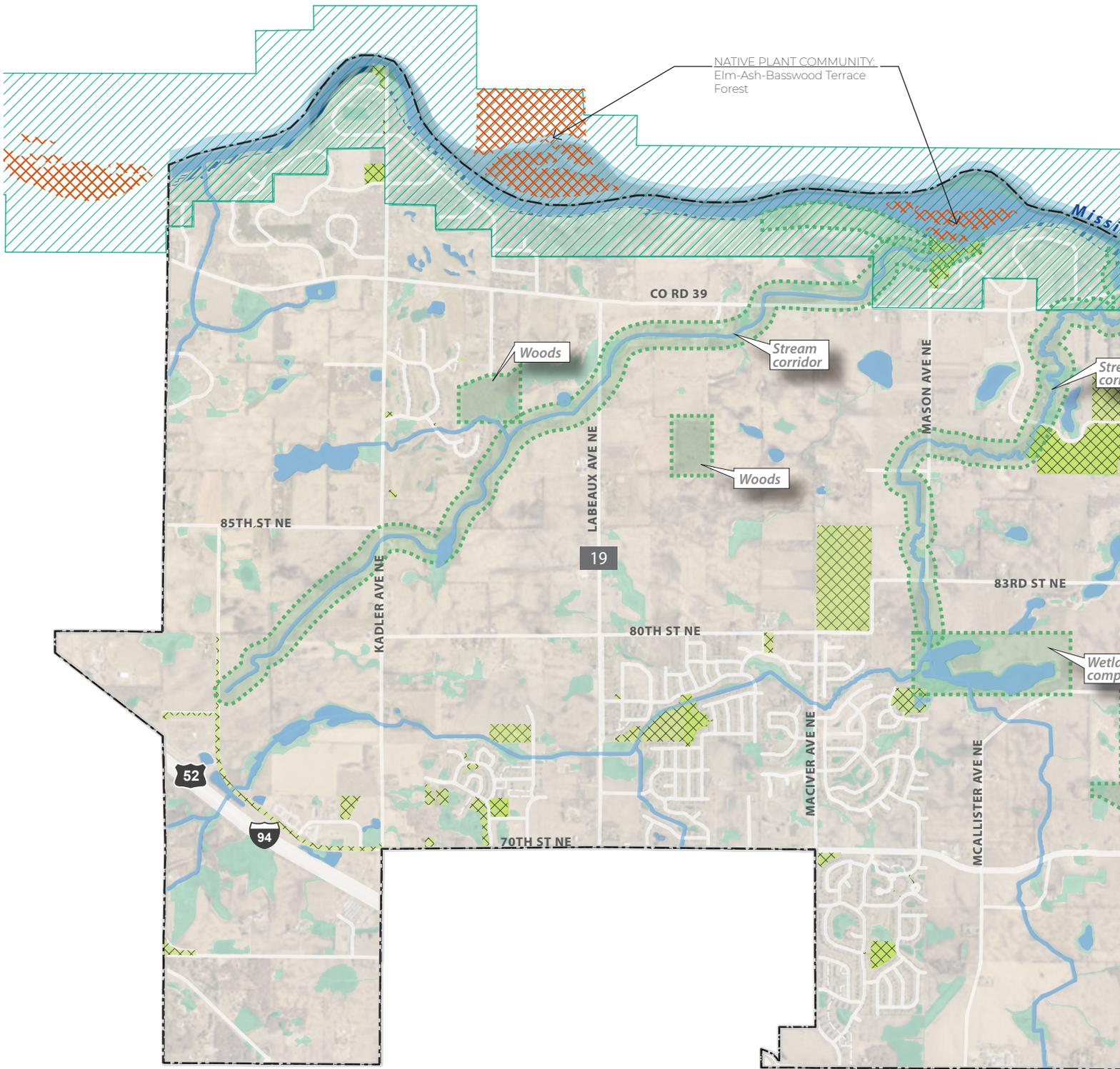


*Mississippi River at Carrick's Landing*



*Crow River at future Highlands of River Pointe development*

Figure 3. Otsego Existing Natural Resources



NATIVE PLANT COMMUNITY:  
Elm-Ash-Basswood Terrace  
Forest

Woods

Stream  
corridor

Woods

Wetland  
comp

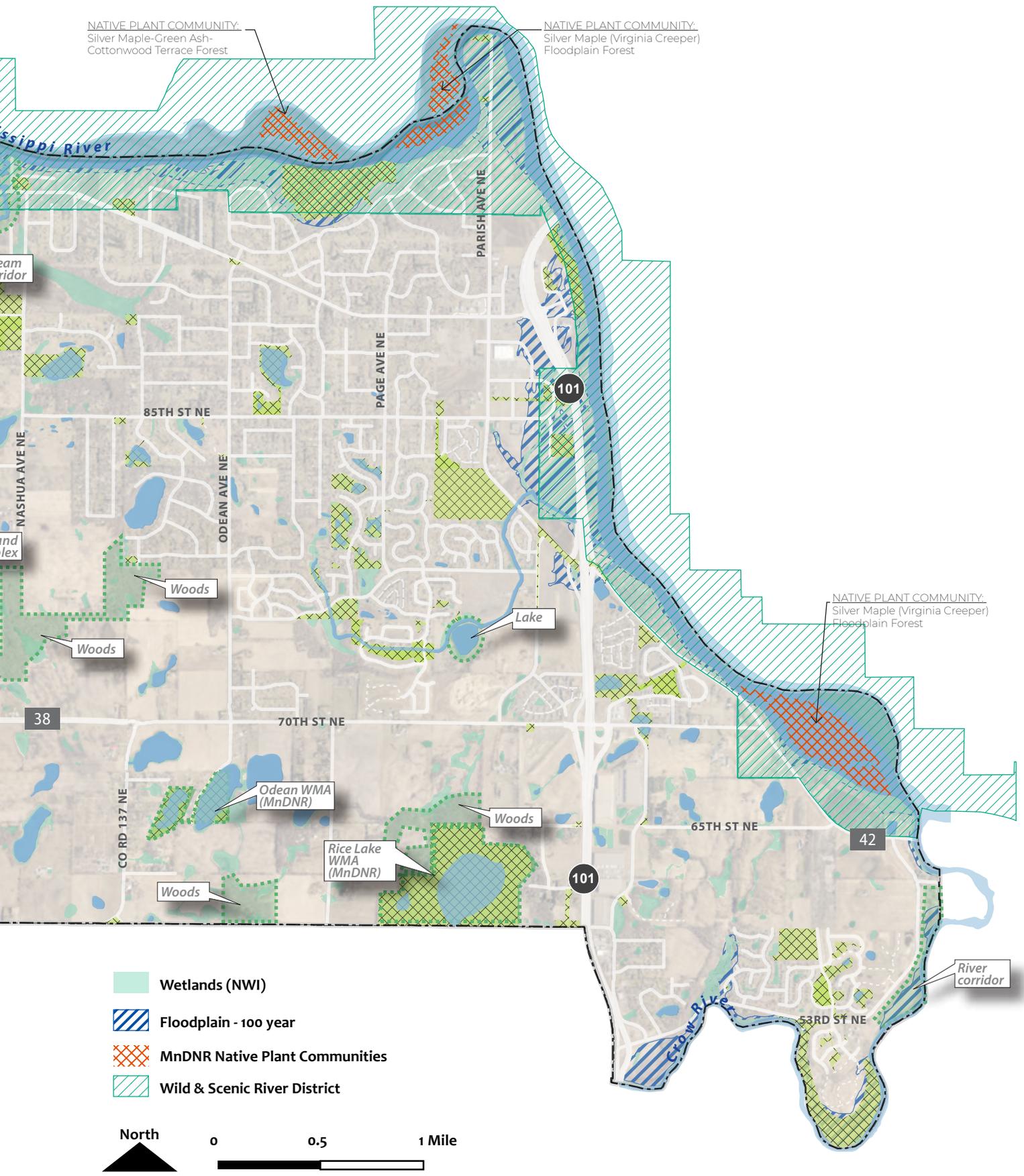
 Significant Environmental Area

 Public ownership

 Streams

 Open Water

 City Boundary



# Natural Resources Needs Assessment

## Community Input

The community wide survey conducted during the summer/fall of 2018 included the following input specifically related to natural areas:

52% of respondents rated the **quality and maintenance of natural areas** in Otsego as “good,” while 30% rated them as “excellent”

47% of survey respondents listed “**native landscape (prairie, woodland)**” as an element that should be included in a neighborhood park; other items that respondents listed that should be included in a neighborhood park include: dirt trails and kayak rental

31% of survey respondents indicated “Great Support” to **acquire land for natural areas** through a potential property tax increase, a referendum that increases taxes, or user fees (43% indicated “Marginal Support” and 26% indicated “No Support”)

55% of survey respondents indicated that they would be interested in **new nature trails** in Otsego; 51% would be interested in **river access** (canoe landing, fishing pier); 45% would be interested in canoe and kayak equipment rental; 44% would be interested in **greenway trails and connected corridors** (i.e. along the rivers); and 30% would be interested in cross country ski trails and winter facilities; other answers included: public hunting land; Larger dense wooded areas to explore; Mountain bike trail; open nature areas; more trail connections through nature

When asked what other improvements people are interested in for Otsego parks and recreation, open-ended responses included the following: **hiking trails; Nature trails, natural paths; better connections to the river; more paths for walking/ biking, natural areas, no parking lots**

“ The people of Otsego need encouragement to get outside for daily exercise. I strongly believe this would help! We are lacking many of these proposed new facilities, but we have the potential to put them in now before the land is over developed and it becomes another “normal” park

“ I feel we should acquire as much land for parks and wildlife areas as well can to set aside while we can. It's plain to see that a lot of development is happening around us which is a good thing! We just have to make sure we keep our city and all its Beauty accessible which will make the city as a whole more desirable!

“ If the City of Otsego invests in natural parks, they should make sure they are properly maintained i.e. seasonal control burns, mowing and spraying. These parks should also hold high environmental value and not just a bunch of brome grass.

# Recommendations for Natural Resources



## Acquire Natural Areas as Opportunities Arise

The City should acquire significant natural areas as opportunities arise. Significant areas have been identified in the Needs Assessment chapter and in the diagram on the following page. These areas include rivers, creeks, wetland complexes, woodland stands. Additional natural areas not identified on the maps may be considered for acquisition. These areas should be preserved as minimally developed in order to maintain bucolic, pastoral landscape areas for aesthetic value, and as areas that contribute to ecosystem services.



## Manage Invasive Species

Identify existing stands of invasive species and noxious weeds throughout the City. Establish a plan to manage invasive species using best practices.



## Restore Natural Areas

Consider sites within City-owned land that can be restored as natural areas, such as prairie, creeks, river and stream banks, wetlands, oak savanna. Utilize best practices as identified by the DNR, NPS, and MPCA. Natural area restoration can serve as valuable open space for aesthetics, habitat corridors, and ecosystem services.



## Provide Natural Area Access and Interpretation

Develop a plan for physical signage and programming in existing and future natural areas. Identify potential partnerships (U of M extension, DNR, TRPD) to establish a plan for natural area interpretation.



## Provide Support Facilities in Natural Areas

Develop a plan for minor improvements to natural areas, including trails (paved and natural surface), overlooks/viewing areas, benches, parking areas, and signage.



## Provide River Access

Improve Nashua and Carrick's Landings with accessible non-motorized boat landings. Improve parking areas and add signage.

Add paddle port facility at two points in Otsego. Consider Norin Landing and Carrick's Landing. Work with adjacent communities to determine best local paddling routes. Map river kayak and canoe routes and provide information online (distance, time, and access points).



## Classify City-owned Open Space as Greenways or Natural Areas

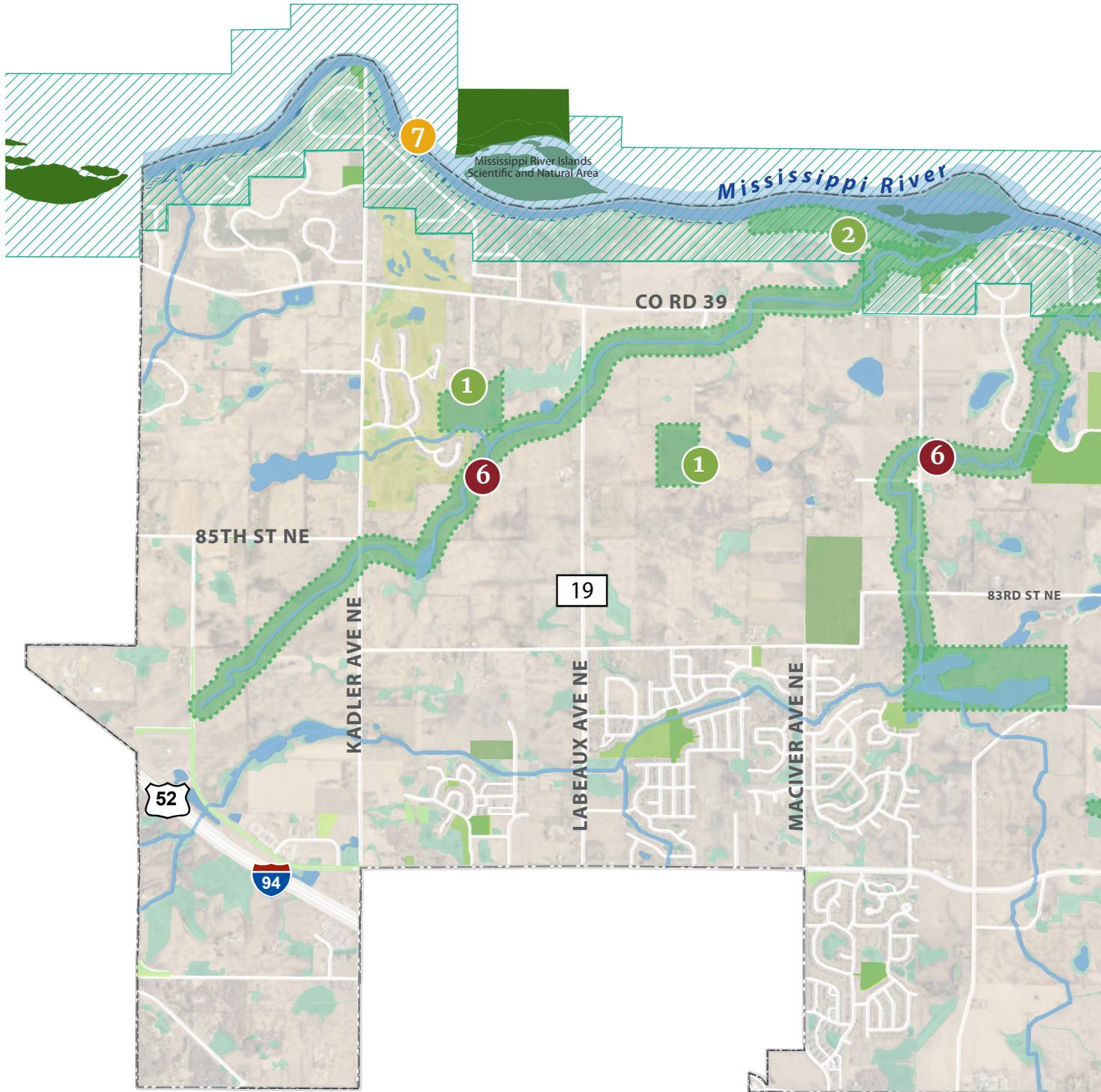
Identify existing undeveloped City-owned parcels and classify them as Greenways or Natural Areas, utilizing the most recent City parks classification system. This adds acreage to the park system while considering the value that open space provides to local residents.



## Preserve the Legacy of the Farming Community

Identify ways that the legacy of the agricultural community could be preserved through park design, interpretation, or development. Work with local land owners and historians to identify stories and themes, such as the story of the Lefebvre family, that could be carried through to design of future spaces.

Figure 4. Natural Resource Recommendations Map



**Key:**

- City of Otsego project**
  - ❑ This type of project would be managed, implemented, and maintained by the City of Otsego parks department.
- City Policy or Development-related project**
  - ❑ This identifies a policy or a project that would be completed by the City, County, or a Developer as opportunities arise.
- Partnership project**
  - ❑ This type of project may be completed by supporting or encouraging another agency or organization.

**1**

**Future Natural Area**

- ❑ Acquire wooded land for public natural area

**COST WILL VARY BASED ON MARKET AND WILLING SELLERS.**

**2**

**Improve Davis Farm Park**

- ❑ Nature trails through the park
- ❑ Consider area to the west of Davis Farm Park for future acquisition to provide more river access and expand potential program at Davis Farm Park

**COST EST.: \$25K-100K**

**3**

**Potential natural area**

- ❑ Acquire land adjacent to DNR land to create larger natural area park for nature trails
- ❑ Incorporate two neighborhood park facilities adjacent to natural area

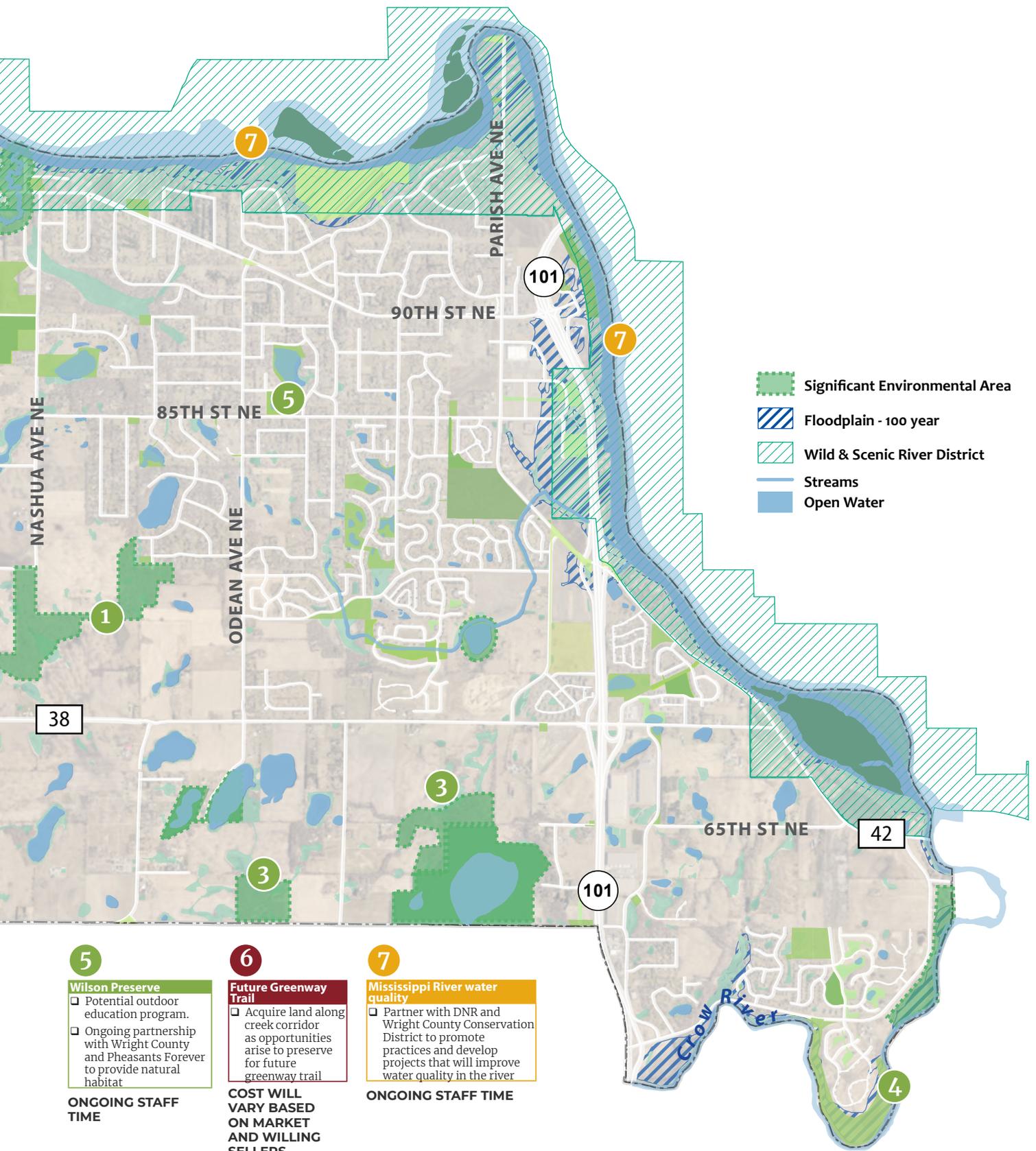
**COST WILL VARY BASED ON MARKET AND WILLING SELLERS.**

**4**

**Future Highlands of River Pointe natural area**

- ❑ Existing city-owned land
- ❑ Existing woodland and bank stabilization restoration projects
- ❑ Potential forest, river shoreland restoration, soft surface hiking and mountain bike trails
- ❑ Connection to Crow River Regional Trail
- ❑ Add kayak/canoe launch

**COST EST.: \$150K-500K**



-  Significant Environmental Area
-  Floodplain - 100 year
-  Wild & Scenic River District
-  Streams
-  Open Water

**5**  
**Wilson Preserve**  
 Potential outdoor education program.  
 Ongoing partnership with Wright County and Pheasants Forever to provide natural habitat

ONGOING STAFF TIME

**6**  
**Future Greenway Trail**  
 Acquire land along creek corridor as opportunities arise to preserve for future greenway trail

COST WILL VARY BASED ON MARKET AND WILLING SELLERS.

**7**  
**Mississippi River water quality**  
 Partner with DNR and Wright County Conservation District to promote practices and develop projects that will improve water quality in the river

ONGOING STAFF TIME



## Supplemental Information

The following pages contain information that may be useful as reference when planning specific natural areas projects or maintenance regimes.

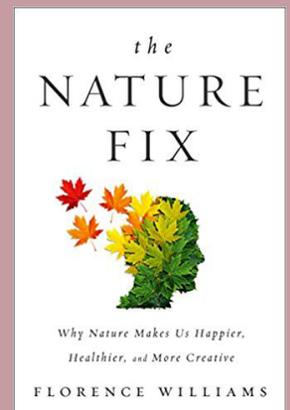
### Importance of Natural Areas for Mental and Physical Health



Natural areas can provide substantial mental wellness and physical health benefits to the residents of a community. The 2014–2018 Wright County Community Health Priority Intervention Plan prioritizes Obesity, chronic health, and mental health as the top three concerns expressed by residents based on input from the Community Assessment. The plan also lists, “improving community environments that promote physical activity, mental wellbeing and quality of life” as an effective health strategy to eliminate disparities in this category. Increased park use translates to increased physical activity, which directly influence community health indicators. Providing

ample trails and open space for a wide range of uses from hiking, to trail running or mountain biking encourages community members to get outdoors and celebrate physical activity.

Natural spaces have the ability to provide large mental health benefits by providing an escape into nature, away from busy bustling lives. Mental health doesn’t discriminate, and natural spaces are open to people of all ages and backgrounds. From getting outdoors to picnic and spend time with family and friends, to using camping as a tranquil weekend getaway from home, natural spaces provide an accessible escape for all.



## Agriculture themed neighborhoods

Across the country, new farm themed neighborhoods are popping up. Often known as “agrihoods,” these places are being marketed to younger and older generations with an increased interest in fresh, local food. Instead of golf courses, subdivisions are sharing space with working farms. Typically these developments preserve agricultural and other open green space as an amenity for the community and the environment. Thematic elements often include rustic barns for weddings and events, gardening and cooking classes, and site planning to optimize open views.

A few examples include:

- ▶ Chevalle: Chaska, MN – Named after the French word for horse, the neighborhood features multiple pastures and an equestrian center in addition to 6 miles of trails, lake access, and neighborhood parks.
- ▶ Serosun Farms: Hampshire, IL – Located approximately an hour from Chicago, Serosun Farms includes a working sustainable farm, community gardens for residents, a barn event center, a farmer’s market and deli, and cooking classes in addition to over 120 homes.
- ▶ South Village: Shelburne/South Burlington, VT – Situated at the south edge of Burlington, residents have access to garden plots, chickens, the Intervale Food Hub CSA with food grown onsite, community meals, and a non-profit that teaches children how to grow and harvest their own food.



Chevalle, Chaska, MN



Chevalle, Chaska, MN



Serosun Farms, Hampshire, IL



South Village, Shelburne, VT

# Natural Areas Interpretation

The use of interpretive elements in natural areas is a great way to help create an inclusive experience for users. Interpretive elements such as signs, audio elements, and self-guided app tours help to promote the education of natural processes and create a connection between community and landscape. The use of interpretive media helps to inspire learning for all ages and user groups, organize and enhance the experience, and provides organizational structure and clarity to the main message that visitors encounter when they visit the park. Interpretive signage is landscape specific and helps to explain things that are happening in specific areas of the park. Interactive signage is another form of interpretive media that encourages people to interact with the story with items that flip, spin, slide, or lift to reveal the answers to questions to create fun displays. Audio posts or self-guided audio tours help to create accessibility-related audio experiences, while tactile elements create a unique experience for tactile learners with low or no visibility using shapes to provide information about animals, plants, and landscapes with three dimensional shapes and tools.

Partnerships with local organizations, such as University of Minnesota Extension, local Community Education programs, and the Izaak Walton League, could also help to provide outdoor programming or tours that inspire and promote stewardship of our environment.



Interpretive led tours



Tactile panel signage



Landscape plaza design



Tactile panel signage



Group tours



Audio tour

# River Access and Recreation

With over twelve miles of river frontage, there are many opportunities for river recreation in Otsego. Current river access is provided at Norin Landing and Nashua Landing. Carrick’s Landing has parkland adjacent to the river, but does not provide formalized access. The Mississippi River through Otsego is classified as a Recreational Wild and Scenic River by the MN DNR. See this website for more information: [https://www.dnr.state.mn.us/waters/watermgmt\\_section/wild\\_scenic/wsrivers/mississippi.html](https://www.dnr.state.mn.us/waters/watermgmt_section/wild_scenic/wsrivers/mississippi.html)

Potential improvements and recreation facilities include:

- ▶ Paddle Launches
  - gradually sloped aggregate or paved area located at a river’s edge
  - should be in an area where there is not a swift current
  - should be close to parking for loading/unloading canoes, kayaks, and paddleboards
  - could include rental kiosks with paddling equipment
  - signage should indicate paddling routes, maps, and general safety guidelines
- ▶ Overlooks
  - should be located in areas with desirable viewsheds and prominence of site lines
  - facilities could include boardwalks or piers over the edge of the river
  - interpretive signage should describe the view and importance of the area
  - should be close to parking lot or trail access
  - selective tree clearing should be utilized to open up views
- ▶ Beaches
  - should be located in areas where there are natural sandy beaches
  - ensure that current is not swift, and if so, identify with signage
  - selective tree clearing should open up views
  - benches, picnic tables, and natural play features (boulders, logs, etc.) should be located on high ground
  - parking lot or trail access should be nearby
- ▶ Fishing piers
  - should be located in areas of shallow water where fish gather
  - should be designed to be ADA accessible with walkways from parking areas or trails
  - railings should be designed to facilitate fishing pole access and protect user from slipping into the water
- ▶ Natural surface trails for hiking and mountain biking



*Paddle launches*



*Overlooks for wildlife viewing*



*Beach areas*



*Fishing piers*

## Natural Areas Restoration

There are several resources online that have guidelines and best practices for natural area restoration and management. It is important to involve a natural resources professional when planning natural restoration areas in order to consider the long term maintenance requirements for a successful restoration.

### Prairie Restoration

The benefits and goals of prairie restoration are listed below.

- ▶ Increase species diversity to a site, mature reconstructed prairies can contain up to 40 species of native plants
- ▶ Vital for pollinator species and monarch butterfly reproduction
- ▶ Vital for stabilizing soils and retaining moisture on the landscape
- ▶ Important habitat for many species of wildlife providing nesting cover for waterfowl, upland game birds (turkey, grouse, pheasant), and songbird species; also important cover for many mammal species, reptiles (Blanding's turtles, eastern and western hognose snakes, bull snakes) and amphibians
- ▶ Emphasize biodiversity in the prairie by maintaining and making an effort to add a variety of grassland species

The Mn DNR has an online resource that guides the restoration of prairies: <https://files.dnr.state.mn.us/assistance/backyard/prairierestoration/goingnative.pdf>

### Oak Savanna Restoration

Oak Savanna restoration is similar to prairie restoration, but includes scattered deciduous tree and shrub species, such as bur oaks and . The ground cover in an oak savanna typically has more grass species than a prairie.

### Wetland Restoration

- ▶ Vital for controlling flooding by capturing water from the landscape and slowly recharging the aquifers
- ▶ Rich in species diversity providing habitat for numerous species of reptiles, amphibians, waterfowl, and an important water source for other wildlife species.
- ▶ Important for filtering sediment and contamination due to agricultural practices and manmade features such as roads and parking lots
- ▶ Restoration of the degraded wetland complexes would assist in filtering water prior to it entering the larger water bodies thus improving water quality of downstream resources

### River and Stream Bank Restoration

River shoreline restoration is focused on mimicking the natural form that the water flow would create on the land. Structures and plantings to control erosion are typically used in fast flowing areas. A typical shoreline project may be 20-30 feet wide with wetland and riverine plants in the water flow and emergent/wet soil plants above the shoreline.



## Invasive Species Management

Prior to beginning any invasive species management regime, it is important to inventory the existing issues. Identify where the most prominent invasive species issues are located and determine adjacent property impacts. Involve a professional if necessary to estimate costs and long-term impacts when planning how to manage and eradicate invasive species.

### Control and Remove Buckthorn and Other Invasive Species

- ▶ Invasive species compete with native plants for water, sun, and nutrients
- ▶ It's important to protect native plant species to maintain habitat and ecosystem functionality
- ▶ Invasive species to manage include buckthorn, honeysuckle, and Siberian elm
- ▶ Particular attention and efforts should be directed toward removal of buckthorn
- ▶ Primary dispersal of seeds is through birds, thus landscape level treatments are necessary to prevent dispersion
- ▶ Treatments include foliar spraying of seedlings with glyphosate, cut and stump treatment with a tricloper based herbicide (Garlon 3A or Garlon 4), basal treatments with a tricloper based herbicide mixed with a bark penetrating oil (Garlon 4 w/ Bark Oil Blue), or mechanical removal (mowing or hand pulling) however mechanical is the least effective method and often requires years of follow-up treatments (also causes vast soil disturbance which can result in better germination in the seed bank resulting in secondary infestations)



### Manage and Treat Oak Wilt

- ▶ Treatments include vibratory plowing to sever root grafts, pruning only during the dormant period (November-March), and fungicide treatments (however these are not cost effective in a natural forest environment).

### Manage and Treat Bur Oak Blight

- ▶ Treatments include fungicide treatments (however these are not cost effective in a natural forest environment).
- ▶ Bur Oak Blight does not generally kill the tree outright, however stress caused by Bur Oak Blight can lead to other infections resulting in the death of the tree.

### Emerald Ash Borer Management

The emerald ash borer (EAB) is an insect pest that destroys all species of North American ash trees. Many communities are dealing with EAB by removing existing ash trees and planting replacement trees. Some communities are cutting down ash trees as infections are discovered. More information can be found here: <https://extension.umn.edu/tree-and-shrub-insects/emerald-ash-borers>

### Noxious Weeds Management

Minnesota's Noxious Weed Law requires that listed species are controlled or eradicated on all public and private lands within the state (MS 18.75-18.91). Over 40 plants are identified by the law as noxious weeds in Minnesota that must be addressed. More information can be found here: <https://www.mda.state.mn.us/plants/pestmanagement/weedcontrol/fsmnwp>

Otsego's City Code includes Ordinance 5-1-3, regarding noxious weeds.

# Parks and Facilities Plan

## Existing Conditions

Otsego’s parks and recreation system is relatively young, with many of the parks constructed within the past 10–20 years. The system includes several high quality neighborhood parks with traditional amenities and features, such as play equipment, picnic shelters, multi-use fields, basketball courts, and parking lots.

Unique features in the park system include a popular splash pad at Prairie Park, an off-leash dog park, a one-mile off-leash dog walking trail, and informal and formal river access points. Approximately half of the City is undeveloped, which includes some potentially high quality natural areas, such as stream corridors, wetlands, lakes, and large wooded areas.

The City is growing and in the process of adding new neighborhood and community parks.

Table 4. Park Area Analysis (2017-2040)

	Community Parks	Community Playfields	Neighborhood Parks	Special Use + Greenway/ Conservation Areas	TOTAL
Recommended Acres/1,000 Population	5.0–8.0 acres	2.0–2.5 acres	2.5–3.5 acres	n/a	
<b>Existing Active Facilities</b>					
City Parks	63		44		107
County Parks	56				56
Existing Schools		22			22
Other Active Areas (non-City)		33			33
<b>Existing Open Space Areas</b>					
City Parks				66.2	66.2
State land				205	205
<b>Total Existing Acres</b>	<b>119</b>	<b>55</b>	<b>44</b>	<b>271.2</b>	<b>489.2</b>
2017 Acreage Needs (Population: 16,755)	84	34	42		160
<b>Net Minimum Acres existing:</b>	<b>+35</b>	<b>+21</b>	<b>+2</b>		<b>+58</b>
2030 Acreage Needs (Population: 28,000)	140	56	70		266
<b>Net Minimum Acres by 2030:</b>	<b>-21</b>	<b>-1</b>	<b>-26</b>		<b>-48</b>
2040 Acreage Needs (Population: _____)					
<b>Net Minimum Acres by 2040:</b>					

Table 5. Otsego Park Classification

The park classifications listed in the table below were modified from the City’s 2012 Comprehensive Plan.

TYPE	PER CAPITA STANDARD + SERVICE AREA	DESIRABLE SIZE	PRIMARY FUNCTION + DESIGN	TYPICAL FACILITIES	EXISTING PARKS
<b>Community Park (includes regional parks) (C.P.)</b>					
	5 to 8 acres per 1,000 population; Community wide	25 acres minimum / 50 to 100 acres desired	Extensive area for community-wide use that may provide active, passive, educational, cultural, or programmed functions for all age groups in areas with high natural amenities, such as rivers, forested areas, watercourses, etc.; should have good vehicular access from collector street and provide ample parking	Multi-use trails, volleyball, horseshoes, court games, play structures, picnic facilities, baseball/softball fields, Soccer/Football/Lacrosse, Ice skating, Scenic views, Fishing, Restrooms/parking/signage/trash collection, Water features, Disc golf	Prairie Park, Otsego County Park
<b>Community Playfield (C.Pl.)</b>					
	2.0 to 2.5 acres per 1,000 population; Community wide	20 acre minimum / 30 acres desired	Primarily for athletic activities that may be organized or informal; should have access to collector street; typically a flat site	Baseball, Softball, Soccer, Football, Lacrosse, Tennis, Hockey/Free Skating, Swimming pools, Play structures, Spectator seating, Picnic facilities, Trail connections, Off-street parking, Restrooms/concessions/storage facilities	VFW Fields (private), ISD 728 fields
<b>Neighborhood Park (N.P.)</b>					
	2.5 to 3.5 developed acres per 1,000 persons; One-half mile radius uninterrupted by physical barriers	5 to 20 acres with 5 to 10 acres of active use	Informal neighborhood open space with active recreational uses that responds to neighborhood needs; Primary users will be children and families rather than organized athletic functions; consider safety and access within a residential neighborhood; walking and bicycle access should be provided with access to community trail network; vegetation should represent the neighborhood with wooded sites and shade preferred; good visibility should allow sight lines and ensure security	Informal softball/baseball fields, Play fields for soccer/football/lacrosse, Multi-use Trails, Volleyball, horseshoes, court games, Play structures for varying ages, Picnic facilities, Benches, Skating (pleasure and hockey), Sledding, Picnic shelter for larger sites, Picnic tables, Restrooms, Landscaping, Trash collection, On or off-street parking (20 stall minimum)	School Knoll Park, Northwood Park, Lily Pond Park, Kittredge Park, Zimmer Farm Park, Beaudry Meadows Park, Frankfort Park
<b>Neighborhood Play Lots (N.Pl.)</b>					
	.25 to .5 acres per 1,000 population; 1/4 mile radius	1-5 acres	Respond to specific user groups, such as children or seniors within residential areas that are not served by neighborhood or community parks	Benches, small picnic areas, play structures, ped/bike access, court games/horseshoes	Lefebvre Creek Greenway Playlot
<b>Greenway Corridors/Conservancy Areas (G/C)</b>					
	Community wide	variable (min. 100' width)	Areas for linear recreation, such as walking, biking, cross country skiing, in conjunction with natural corridors	Trails, landscape restoration areas	Lefebvre Creek Greenway, Wilson Preserve, Davis Farm Park; Rice Lake WMA; Odean WMA
<b>Special Use Facilities (S.U.)</b>					
	variable; Community wide	variable	Areas intended for single-purpose recreation activities whose uses require a freestanding facility	Golf courses, nature centers, conservatories, arboretums, gardens, ski areas, disc golf, event facilities, dog park	Carrick’s Landing, Norin Landing, Nashua Landing
<b>Private Recreation Facilities</b>					
	Community / Region	n/a	Businesses and organizations that serve specific recreation interests	Fitness centers, private golf courses	Vintage Golf; Riverwood National Golf Course; Holiday Inn Water Park; Three Rivers Fitness; Jump City

Table 6. Otsego Parks, Open Space, and Trails

Park Type*	City of Otsego facilities														Non-City facilities					ISD 728		Totals
	Prairie Park	Carrick's Landing	School Knoll Park	Lily Pond Park	Kittredge Park	Beaudry Meadows Park	Frankfort Park	Zimmer Farm Park	Northwood Park	Lefebvre Creek Greenway	Norin Landing	Davis Farm Park	Wilson Preserve	Nashua Landing	Kaleidoscope School	Otsego County Park	VFW Soccer Fields	Rice Lake WMA	Odean WMA	Prairie View Elementary	Otsego Elementary	
Area (acres)	63	17	5	5	5	8	6	7	8	23	3	15	8	0.2	1	56	33	165	40	11	10	489.2
Parking	x	x	x	x	x	x		x	x	x	x			x	x	x	x	x	x	x	x	
Trails	x	x	x	x	x	x	x	x	x	x	x				x	x	x	x	x	x	x	
Natural Areas	x	x	x	x	x				x	x	x	x	x		x		x	x	x	x	x	
Volleyball (Sand)	1																					1
Tennis			2	1	1	2	1	1														8
Horse Shoes					x																	1
Basketball - half court					1	2	1	1	1													6
Basketball - full court	1		2	1																		4
Ballfields/baseball	4						1	1	1											1	2	10
Soccer Field (Adult size)	4																			1		5
Multi-use Rectangular Field	4				1	1	1	1	1							8					1	18
Sledding	x					x																2
Fishing		x									x			x								3
Boat Launch											x			x								2
Restrooms (Portable)	x	x	x	x	x	x	x	x	x	x					x	x						12
Play Structures	x		x	x	x	x	x	x	x	x	x				x	x				x	x	15
Picnic Shelters	x		x	x	x	x	x	x	x	x	x											9
Picnic Grills	x		x							x	x				x							5
Hunting																	x	x				2
Archery	x																					1
Dog Park	x																					1
Pickleball (shared)					x		x		x													3

\*Park Type:

- C.P. Community Park
- C. Pl. Community Playfield
- N.P. Neighborhood Park
- N. Pl. Neighborhood Playlot
- G./C. Greenway Corridors/Conservancy Areas
- S.U. Special Use Facilities



Zimmer Farm Park



Lefebvre Creek Playlot

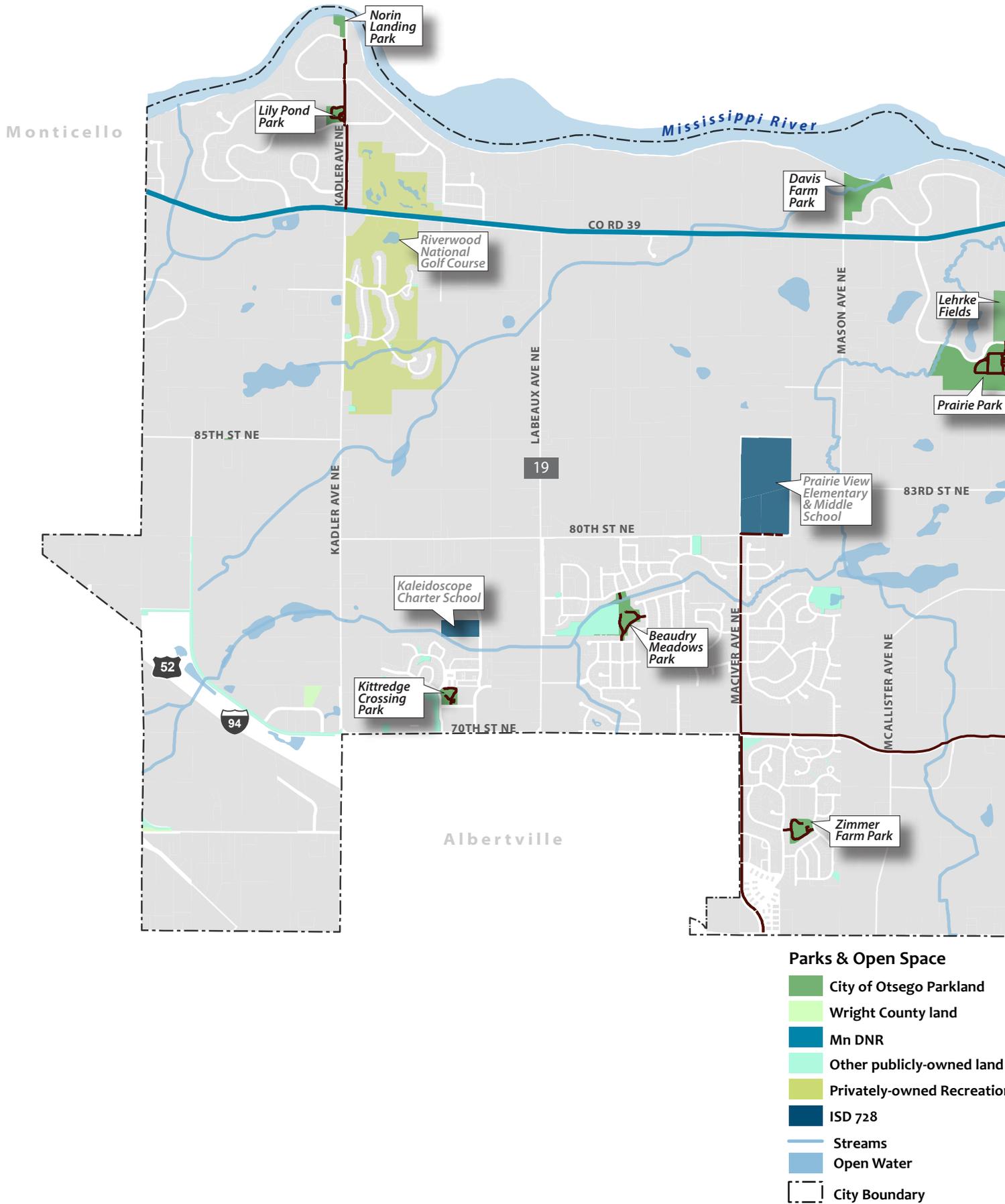


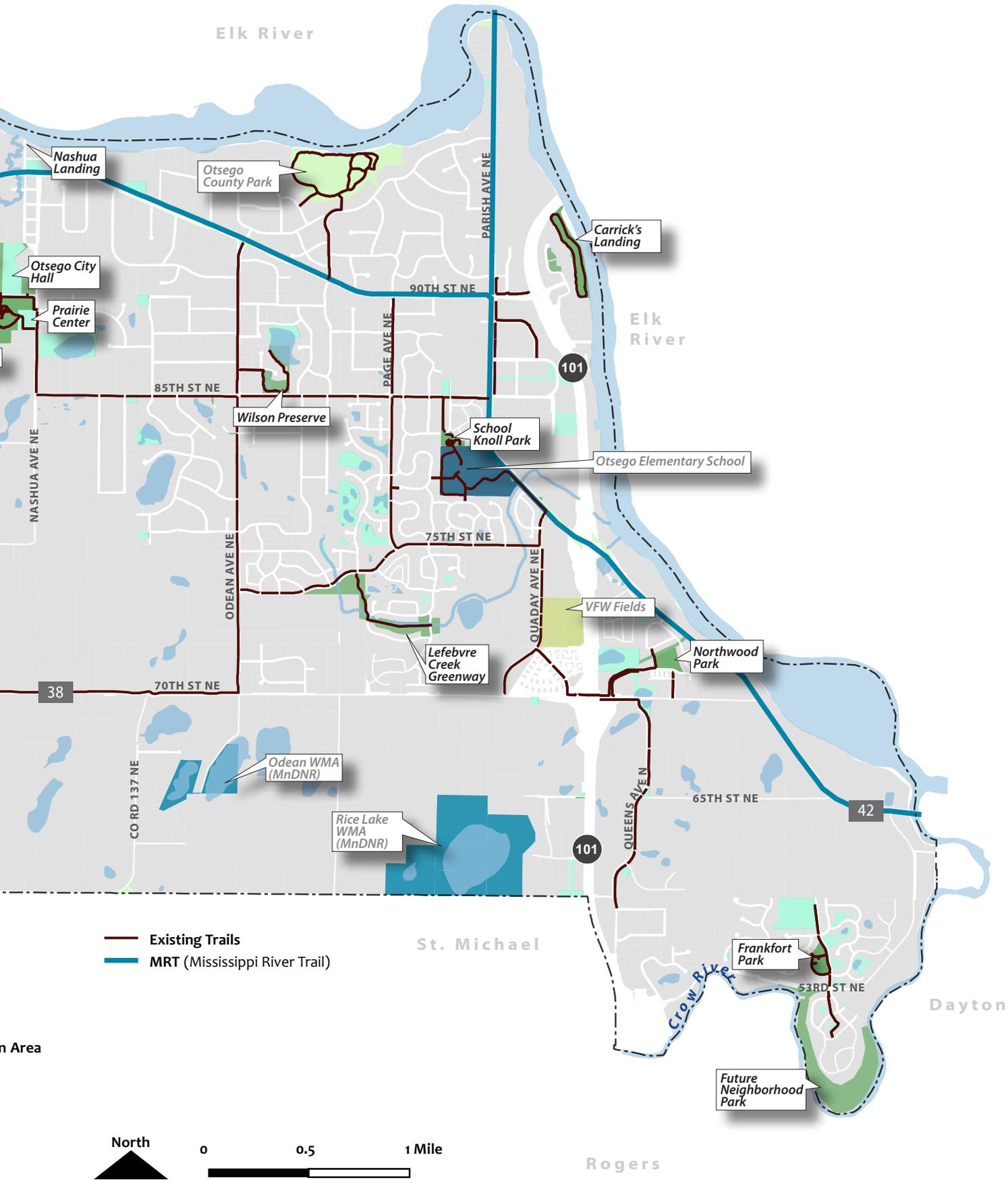
Kittredge Crossing Park



Kittredge Crossing Park

Figure 5. Otsego Parks, Open Space, and Trails





# Parks & Facilities Needs Assessment

## Community Input

The community wide survey conducted during the summer/fall of 2018 included the following input specifically related to parks and facilities:

**82%** of respondents indicated that they have visited the Prairie Park Splash Pad among a list of Otsego parks and recreation facilities; the next most visited facility was Prairie Park Baseball at **47%** of respondents

Generally, respondents rated the **quality and maintenance** of park facilities in Otsego as “good” or “excellent” -- the **Prairie Center** received the highest marks with **38%** of respondents rating the quality and maintenance as “excellent” and **50%** rating it “good”; the next highest marks were for **Playgrounds**, with **33%** rating them as “excellent” and **54%** rating them as “good”; the lowest rating was for **Portable toilets/Porta-potties**, which were given a rating of “poor” by **3%** of respondents and a rating of “fair” by **25%**

**92%** of survey respondents listed “**play equipment**” as an element that should be included in a neighborhood park; which was the most selected element from a list of options; other frequently selected elements that respondents listed that should be included in a neighborhood park include: **a parking lot (77% of respondents), lighting (76%), a paved loop trail (69%), and natural play areas (66%)**; items that were selected the least were tennis court (26%) and rectangular field for soccer/football/lacrosse (33%)

When asked which approach to park development survey respondents prefer, respondents indicated the following of the following level of support among three preferences:

<b>increase amenities at a centralized community park</b>	<b>43%</b>
other or combination	<b>36%</b>
add multiple neighborhood parks	<b>22%</b>

**51%** of survey respondents indicated “Great Support” to **acquire land for new parks and trails** through a potential property tax increase, a referendum that increases taxes, or user fees (37% indicated “Marginal Support” and 13% indicated “No Support”); for the same question **50%** of respondents indicated “Great Support” to **upgrade existing facilities**, while 42% indicated “Marginal Support” and 9% indicated “No Support”

**44%** of survey respondents indicated that they would be interested in **new natural play equipment** in Otsego; other popular answers included: **ice rinks with lights, more softball fields/softball complex, full sized baseball field, better splash pad, outdoor pool, permanent bathrooms,**

When asked what other improvements people are interested in for Otsego parks and recreation, popular open-ended responses included the following: **community center, baseball and softball fields, community outdoor pool, a “town ball field”**

“ neighborhood park around (Odean and 75th St NE) would be great. the closest parks are Otsego elementary or Prairie Park and they are a little far especially for families with small kids. As this area is seeing a lot of growth, something nearby would be good.

“ Community pool (badly needed because there are no other beaches or pools within a 15 minute drive (Monticello is the closest)

“ We love the splash pad, but a permanent bathroom & changing house would be so helpful with little ones. Porta potties are not a toddlers friend

“ Park/ play area for teenagers/ preteens Running/ outdoor workout area/crossfit

“ An indoor/ outdoor center/ water play, recreation for all seasons especially winter months. Monticello community center is a great example of what we're missing

“ Bathroom at prairie park, picnic shelters to rent

“ A community center would be wonderful!

## Park Development Standards

In order to ensure an appropriate amount of park land within new developments, the City's development ordinance regulates the provision of park land when new developments are planned. Developers may identify ten percent of land toward parks and open space, or may choose to pay fees in lieu of land. The City has authority to decide if land or cash, or a combination thereof, will be required from a developer. Taking land or cash is based on the park search areas shown on the Future Parks and Trails Plan.

The formula for calculating the fee paid by developers for parks in lieu of land dedication must adhere to Statutory requirements. Minnesota Statutes 462.358.2b(C) states that when the City elects to receive a cash fee in lieu of land dedication, the fee must be based on the average value of unplatted land to which sewer and water utilities are available at the time of final plat approval.

## Park Service Areas and Barriers to Park Access

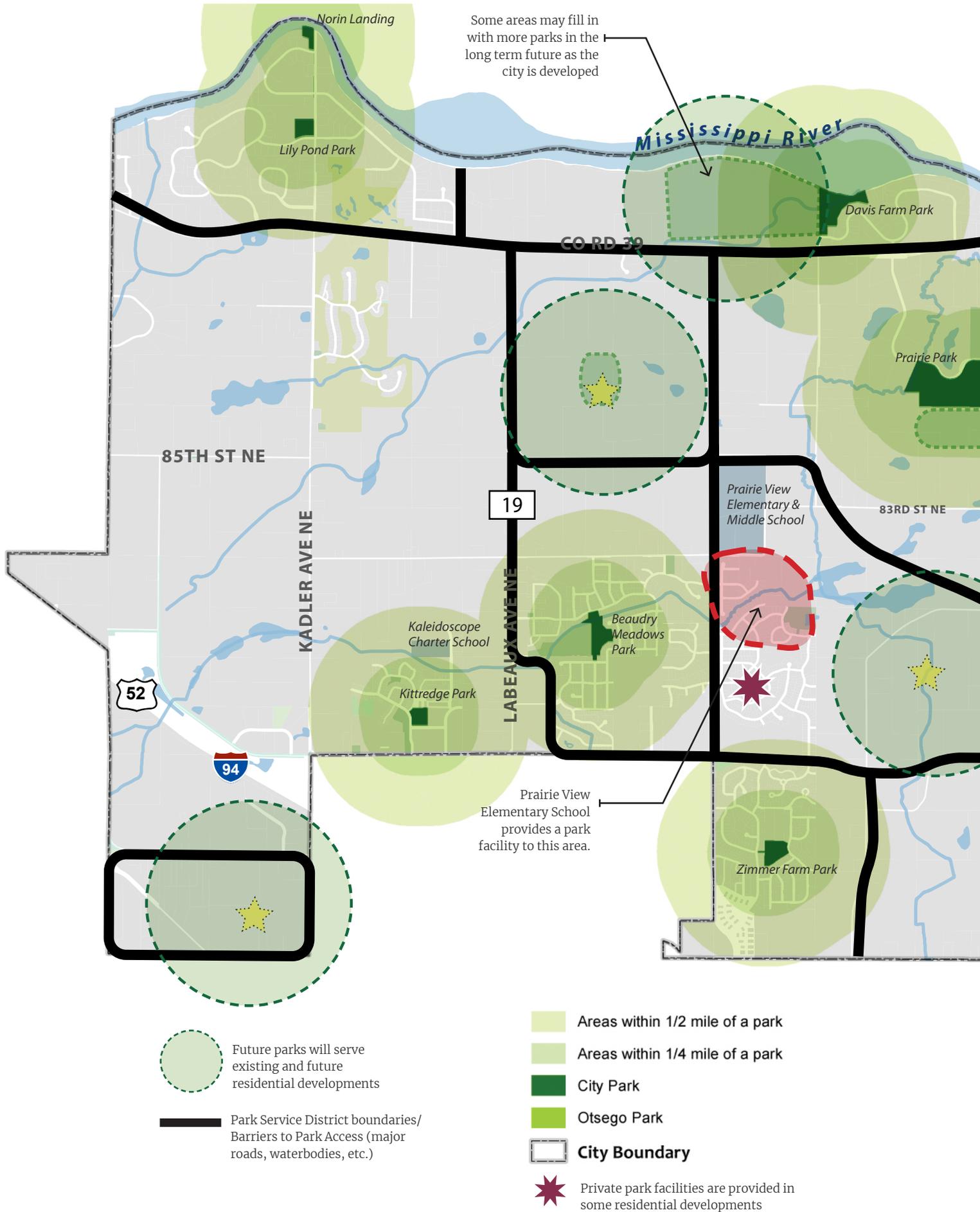
It is a generally accepted standard that neighborhood park access should be provided within 1/2 mile (about a 10 minute walk) of every resident in a community. The Park Access Gaps and Coverage Map identifies 1/2 mile radii from every neighborhood park or similar facility in Otsego. Future park locations and future park service areas are also identified.

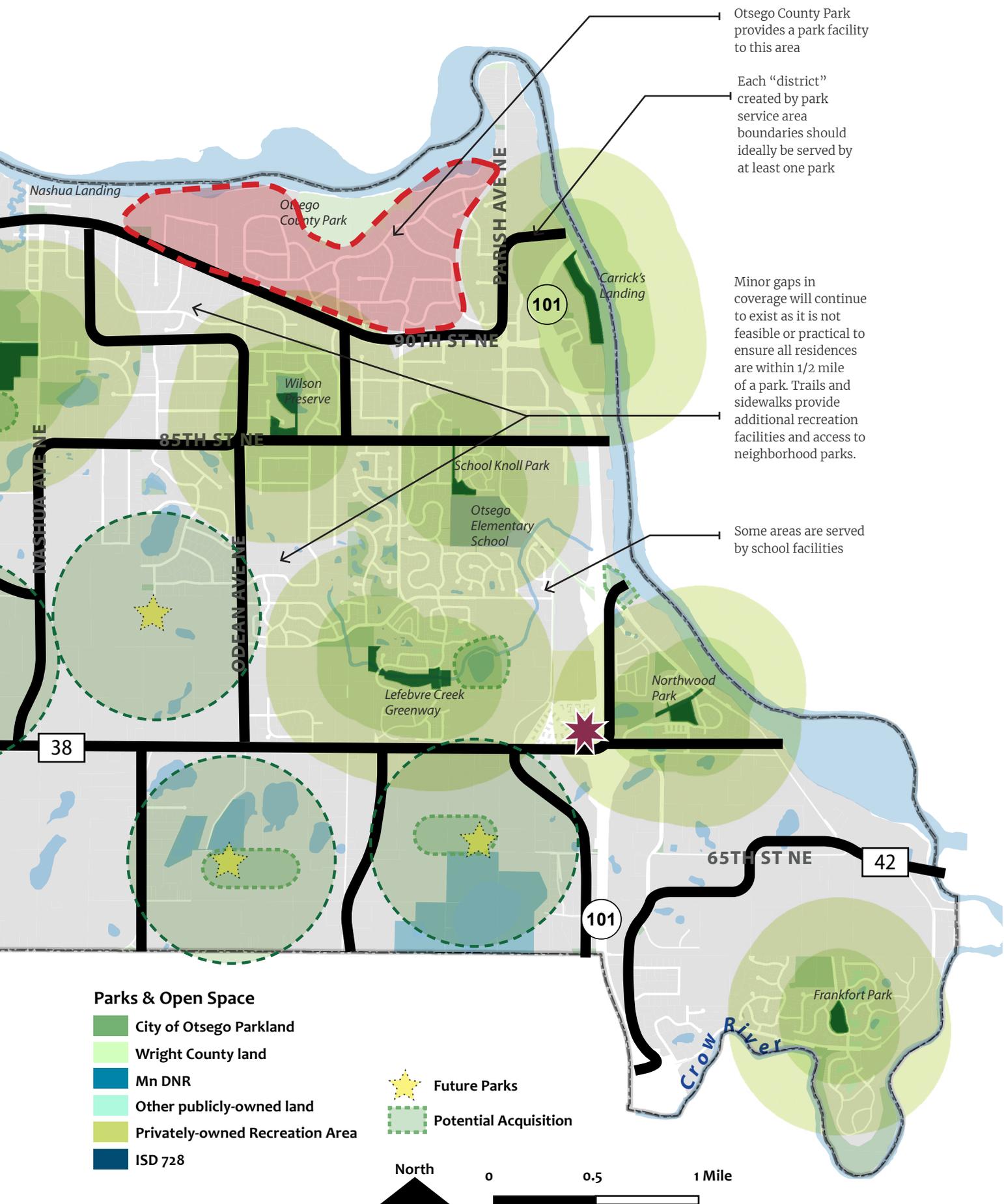
Major roadways, open waterways (lakes, wetlands, rivers, streams), and significant single land use areas (industrial, highway corridors, or farm land) create barriers to park and trail access. These barriers have been identified on the Recommended Park Service Districts/Barriers to Park Access Map and may be used to identify where future parks are needed or barriers should be addressed with safe crossings and additional trails.

It is recommended that these barriers be used to develop park service areas or districts that help define areas served by neighborhood parks, now and in the future.

Trail connections and open space corridors can serve to provide recreational amenities and connections in areas where there are park service gaps.

Figure 6. Park Access Gaps and Coverage





# Recommendations for Parks and Facilities

## **Manage Growth and Development**

Otsego is growing rapidly. Residential neighborhoods are quickly occupying space that was once bucolic farmland. The City should regularly evaluate park dedication and park development standards in order to ensure its vision of parks and trails is realized.

## **Provide Access to Neighborhood Parks**

Establish park service districts to ensure that neighborhood parks are approximately located to provide 1/2-mile service area from most residents. Continue to build Neighborhood Parks as new developments are added.

## **Develop New Neighborhood Parks According to Framework**

Utilize a framework for new park development. (Neighborhood Park Development standards)

- ▶ Evaluate a new park location according to the Park System Master Plan. Is the park in the right location to serve new residents? Is it located near the existing or future trail network?
- ▶ Conduct a neighborhood meeting to ask residents what they are looking for in their neighborhood park.
- ▶ Use a palette of elements from which to choose what goes into a new park (playground, tennis, basketball, multi-use field, shelter, parking lot, irrigation). Consider distribution of facilities when planning new facilities. Do we have enough of this facility in the City?
- ▶ Consider current trends in recreation when planning new facilities, such as nature play features. Will this facility continue to be used long into the future?

## **Manage Park Assets**

Utilize an asset management system to plan for maintenance and replacement costs for existing and proposed facilities.

## **Improve Prairie Park as the Primary Community Park**

- ▶ Pickleball courts – 3 dedicated courts
- ▶ Identify land acquisition to expand Prairie Park
- ▶ Improvements to splash pad – above ground features, add supportive amenities, such as indoor restrooms/ changing room

## **Improve Prairie Park Ballfields Complex**

The four ballfields at Prairie Park are in need of upgrades and additional amenities in order to function well for tournaments and multiple games. The following improvements should be made:

- ▶ Expand and formalize parking lots
- ▶ Add concessions
- ▶ Add permanent restrooms
- ▶ Add covered dugouts

## **Partner with School District to Provide Athletic Fields**

Consider a Joint Use Agreement with the Elk River School District to increase the number of athletic fields available to associations for practices and games.

## **Undertake a Feasibility Study for Prairie Center Improvements**

- ▶ A Feasibility Study involves hiring an architect or building expert to study the existing Prairie Center building and systems, identify a set of potential improvements, and determine potential costs and impacts to the building by making those improvements.
- ▶ The goal of the study will be to understand the potential costs and impact to expanding the Prairie Center building by adding a gymnasium. Other potential improvements may be identified during the study process.
- ▶ When making the decision to either make additions to the Prairie Center or build a new facility, the City should be sure to consider a phasing plan that will allow for future building improvements as the City grows.



### **Complete a Statistically Valid Community Survey**

- ▶ A statistically valid community survey is run by a market research company that conducts a random sample survey of residents with a calculated margin of error.
- ▶ The goal of the survey will be to gain insight into desires for a future indoor community recreation facility.



### **Add a Dog Park in the Southeast Part of the City**

Existing City-owned land near Northwood Park could be an ideal location for a second dog park in the City. There is growing demand for off-leash dog areas in the City.



### **Consider adding campsites for Mississippi River Trail bicyclists and river paddlers**

Carrick’s Landing should be considered as a site to add campsites for paddlers and bicyclists that are passing through the City. Amenities should include lock boxes, river access, trail access, and proximity to retail areas.



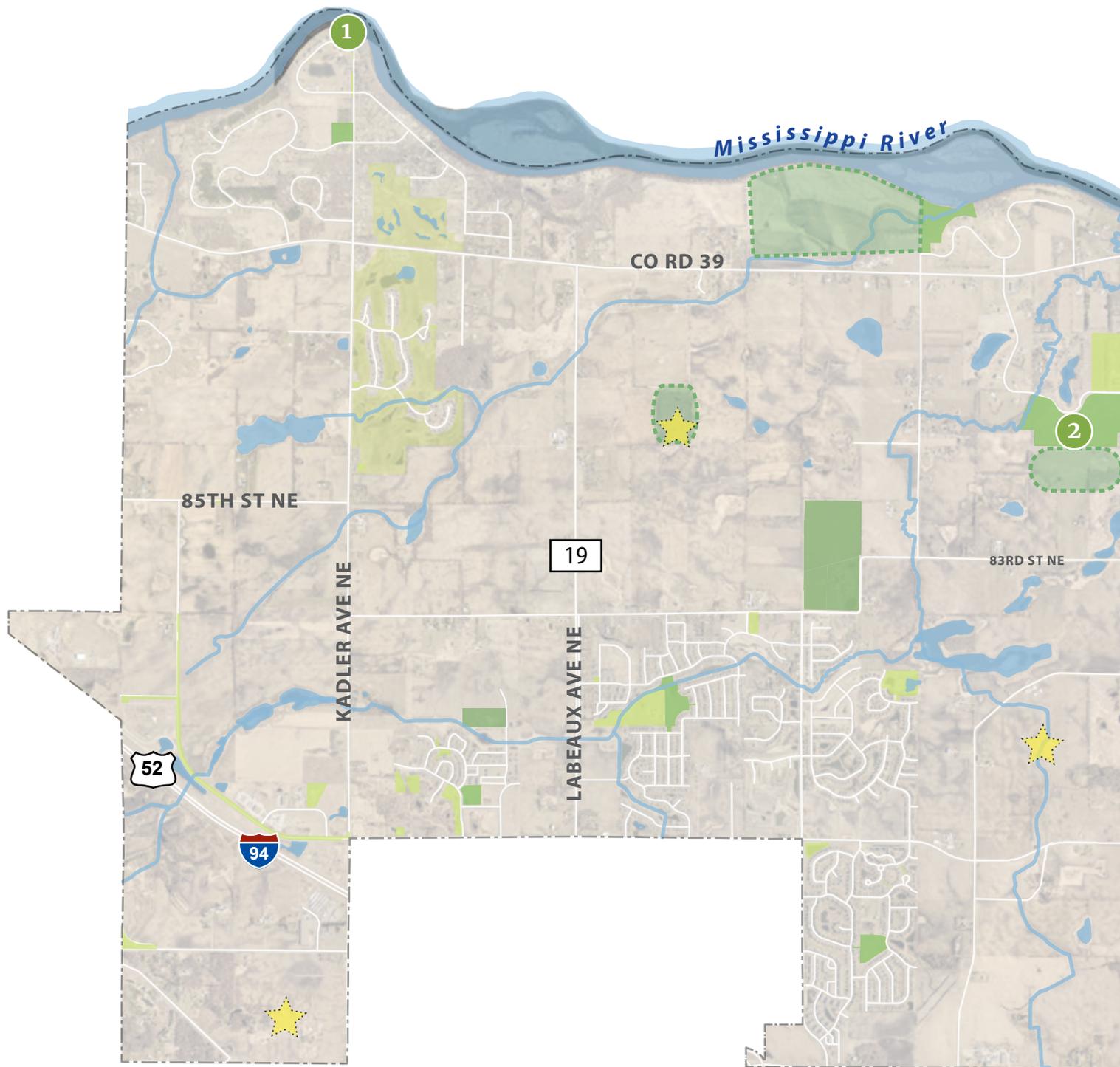
### **Consider adding a disc golf course somewhere in the City**

As disc golf is a growing trend in recreation, the City should consider adding a disc golf course to an existing or future park in the City, potentially in partnership with Wright County at Otsego County Park.

## **Planning with the Future in Mind**

As new projects are planned, designed, and constructed, it is important to remember that Otsego is a growing community. While facilities that exist today were built for a population of 10,000–20,000, facilities built over the next 5–10 years should be designed while considering a future population of 20,000–30,000, but also recognize that those same facilities may need to be expanded or upgraded to meet even larger populations in the next decades. Future projects should incorporate phasing plans in order to plan for organized additions and improvements.

Figure 7. Otsego Parks & Facilities Plan



**Key:**

- City of Otsego project**
  - ☐ This type of project would be managed, implemented, and maintained by the City of Otsego parks department.
- City Policy or Development-related project**
  - ☐ This identifies a policy or a project that would be completed by the City, County, or a Developer as opportunities arise.
- Partnership project**
  - ☐ This type of project may be completed by supporting or encouraging another agency or organization.

**1**

**Norin Landing (under construction)**

- ☐ Encourage the park's use with recreational programming, such as kayak/canoe events, fishing clinics, and summer concerts.
- ☐ Add Paddle Port facility for kayak/canoe rental with drop-off at Carrick's Landing (approx. 8 river miles or ~2 hours kayaking)

**COST EST.: \$5K-15K + ONGOING STAFF TIME**

**2**

**Prairie Park improvements**

- ☐ Add more features to splash pad
- ☐ Indoor restroom near splash pad
- ☐ Add on to Prairie Center with gym space
- ☐ Expand and improve ballfields (add covered dugouts, concessions, more fields)
- ☐ Potentially purchase additional land to the south, primarily for athletic fields

**COST EST.: \$175K-700K**

**3**

**Carrick's Landing**

- ☐ Walking bridge will be constructed across stormwater pond
- ☐ Add non-motorized boat launch at north end of park
- ☐ Add more native landscaping along the trail and stormwater pond
- ☐ Encourage river views with formalized overlooks and selective clearing along the river's edge
- ☐ Add benches, picnic areas, and lighting along the trail

**COST EST.: \$305K-950K**

**4**

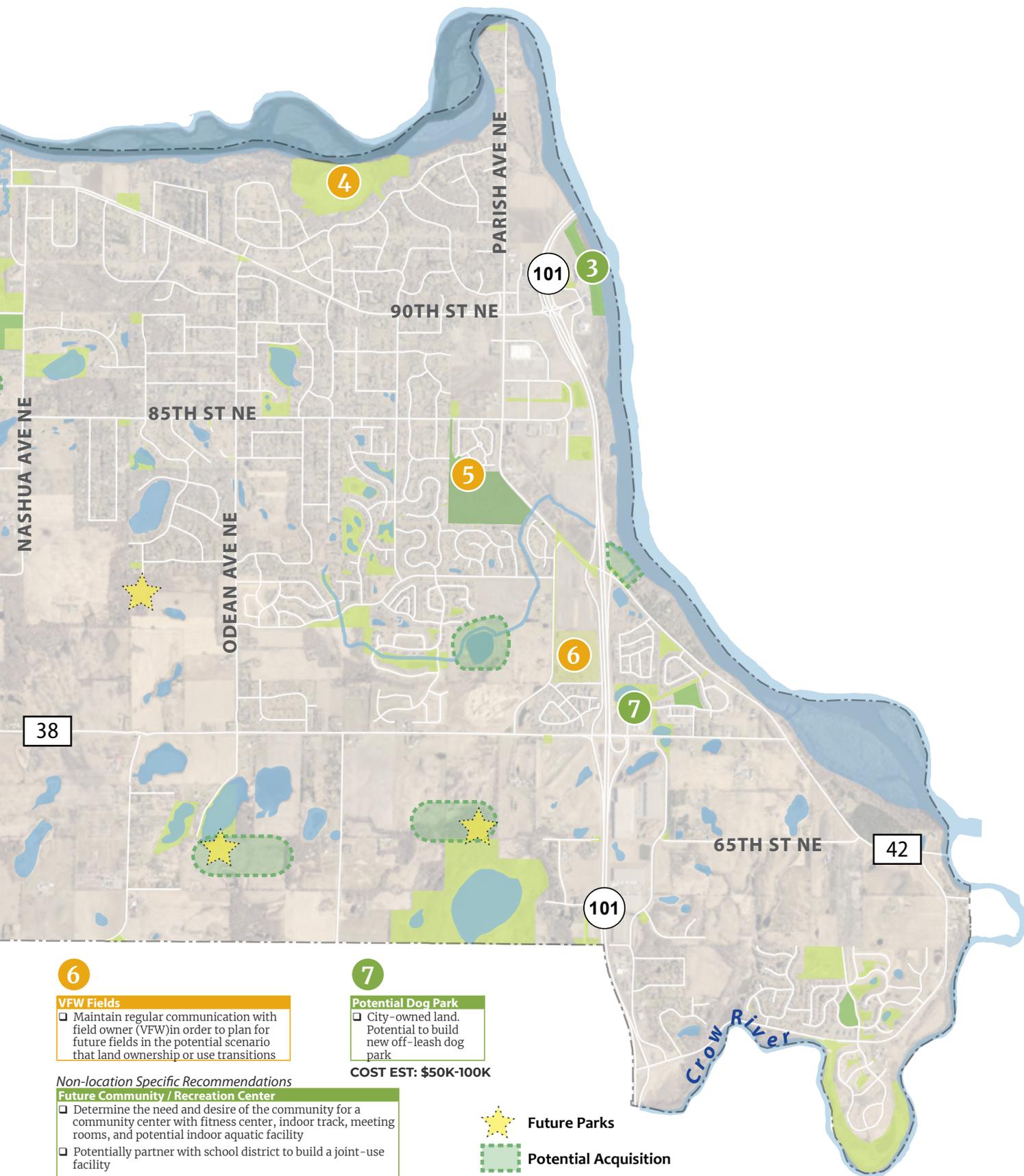
**Otsego County Park**

- ☐ Encourage Wright County Parks Dept. to improve facilities – ski trails, river access, boat launch

**5**

**School Knoll Park**

- ☐ Potential to partner with Otsego Elementary to provide additional recreation opportunities



**6**  
**VFW Fields**  
 Maintain regular communication with field owner (VFW) in order to plan for future fields in the potential scenario that land ownership or use transitions

**7**  
**Potential Dog Park**  
 City-owned land. Potential to build new off-leash dog park  
**COST EST: \$50K-100K**

**Non-location Specific Recommendations**  
**Future Community / Recreation Center**  
 Determine the need and desire of the community for a community center with fitness center, indoor track, meeting rooms, and potential indoor aquatic facility  
 Potentially partner with school district to build a joint-use facility  
 Ensure financial feasibility (potential referendum)  
**COST EST: \$50K-100K**

**Neighborhood Park Access**  
 Strive to provide a neighborhood park within 1/2 mile of every residence in Otsego

**Future Parks**  
**Potential Acquisition**



# Supplemental Information

The following pages contain information that may be useful as reference when planning specific parks and facilities projects.

## Athletic Tournament Complexes

As a wider array of athletics is joining the field from which young and old can participate (lacrosse, soccer, football, cricket, disc golf, etc.), athletic fields and facilities are increasingly being asked to be multi-functional, flexible, accessible, and able to provide support facilities to participants and spectators. Cities and School Districts have been hearing the call for a number of elements desired when building or improving athletic fields. These include:

- ▶ Artificial turf
- ▶ Irrigation
- ▶ Field lighting
- ▶ Covered dugouts
- ▶ Concession stands
- ▶ Spectator seating with shade
- ▶ Warm up areas
- ▶ Play areas



## Splash Pads and Outdoor Aquatic Facilities

Splash pads are becoming increasingly popular facilities that offer inexpensive outdoor recreation for participants and agencies. Facilities are typically accessible without admission fees or supervision. In the upper Midwest, it is important to consider freeze-thaw impacts to water lines and structural pieces.

In addition, trends in splash pads are constantly changing with desire for above ground amenities and support facilities, such as changing rooms, picnic areas, shade structures, and restrooms.



Above ground elements



Permanent Restrooms



Above ground elements



Picnic Shelter

## Pickleball Courts and Neighborhood Park Design Process

When redeveloping or designing a new neighborhood park, it is important and essential to inform and involve the neighbors of the park. The City of Chanhassen utilized a neighborhood park meeting to gather neighbors and Park Commission members, city staff, and park designers to discuss how Roundhouse Park should be improved. The City had plans to add pickleball and tennis courts, but wanted the residents input on how they should be designed and incorporated into the park. Some of the residents expressed interest that the basketball court be kept in the park. The park master plan was updated to include a new basketball half court. The neighborhood meeting was a useful exercise to inform the residents of the plans and gather input on how to design the improvements.



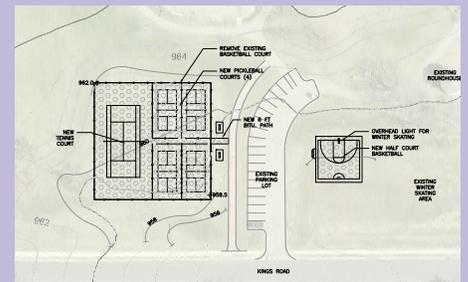
Neighborhood Meeting at Roundhouse Park



Grand Opening Promotional Flyer



Pickleball Courts



In-process design of courts

## River-oriented Public Space

River-oriented public spaces are great ways to encourage local residents to celebrate the unique location of their city and entice tourism with events and attractions all year long. Riverwalk or trail systems are a popular occurrence among river cities such as those in Durango, CO, Northfield, and Baraboo, WI. If planned carefully, these trail systems can set the stage for many other successful public spaces along river banks such as seating, shopping, dining, and festivals. Baraboo's Riverwalk winds for three miles, connecting multiple city parks and other outdoor gathering areas creating great access and connection. It allows many opportunities to experience both sides of the river with scenic foot bridges and native plantings for wildlife sightings. The Riverwalk in Northfield MN is the sight of the city's iconic River Walk Market Fair featuring local artists, entertainment, and local shopping. Pedestrian-level lighting and small plaza spaces with bench seating help to create "moments" where users can stop to enjoy the scenery. Multiple dining experiences can also be found along Northfield's Riverwalk, including the Contented Cow and Froggy Bottoms River Pub, both boasting unique outdoor patio spaces and a beautiful river-side experience. While Northfield's historic downtown faces away from the Riverwalk, it is centrally located and easy to access along the path. In the city of Durango, CO the Animas River Trail run for several miles, using five scenic foot bridges to connect bikers and hikers to numerous city parks, unique shops, and local watering holes like the Animas River Beer Garden, all nestled within the city's unique arid mountain landscape. These three small towns are well known for celebrating the rivers that help to define their scenic settings, using unique river walks, paths, and pedestrian bridges to create connection to unique local destinations like outdoor dining and shopping with beautiful water views. The Mississippi River through Otsego is classified as a Recreational Wild and Scenic River by the MN DNR. [https://www.dnr.state.mn.us/waters/watermgmt\\_section/wild\\_scenic/wsrivers/mississippi.html](https://www.dnr.state.mn.us/waters/watermgmt_section/wild_scenic/wsrivers/mississippi.html)



Baraboo, WI



Northfield, MN

Durango, CO

# Nature Play

There is a wide range of nature play that could be incorporated in the Otsego park system. Nature play could mean total immersion in a natural environment or playground structures that are man-made to look like natural elements. The idea behind nature play is to get kids in touch with the natural environment. Nature play areas or playgrounds are different from traditional play structures in that they encourage children to get dirty, imagine, create, and learn with nature.

Natural play areas are designed to incorporate natural elements, such as wood, stone, water, plants, soil, and sand, that facilitate kids' interactions with them in a playful manner. Children can see how natural materials interact with each other and themselves, as well as observe insects and other wildlife in their natural habitats. Simply allowing and directing kids to experience their natural environments in a playful way, rather than being fearful of the outdoors, promotes confidence, independence, and ecological and environmental stewardship.



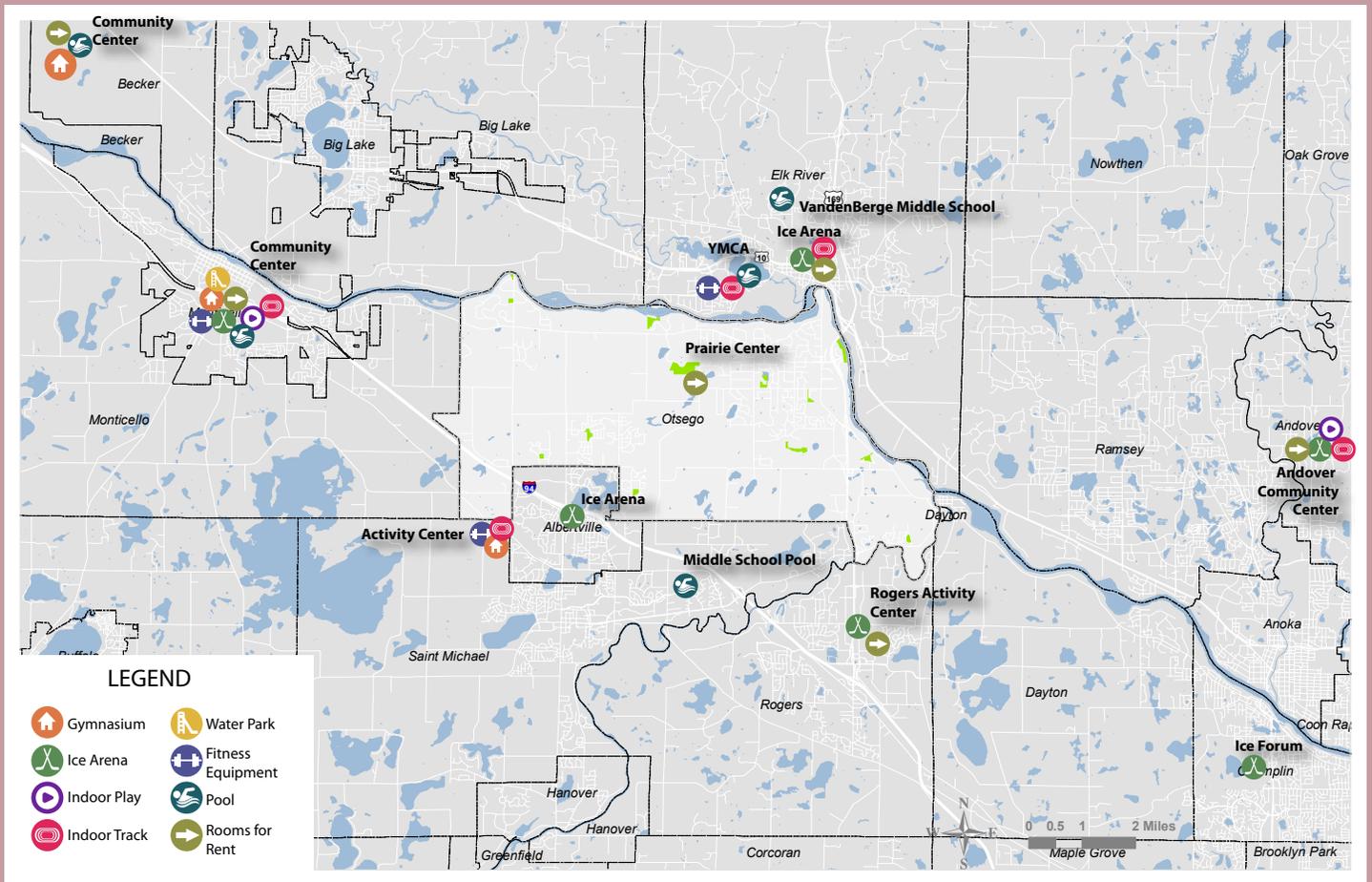
## Community Center Partnership Facilities

Community centers are a great way to provide many different amenities and benefits to the members of a community. Among other amenities, they often include rooms for rent, indoor pools for all-season entertainment, activities, and gathering spaces for community events. However, despite the many great things they provide to a community variable costs can begin to overwhelm cities with maintenance and other needs to keep a center up to date and enjoyable for users. A potential partnership can have many added benefits for a community center, not only in helping to lift the cost burden of upkeep, but to help provide extended programs and activities to benefit more user groups as well. Mason community center, originally built as a partnership between the City of Mason and Mason City Schools, partnered with Tri City Medical Center in 2008 to add 77,000 square feet of additional community space, helping to secure its financial future and provide users with additional recreation wellness facilities. The need for additional partnership opportunities presented itself after new fitness facilities moved into the area and the center saw a decrease in demand. The partnership also helped to spur the creation of local jobs, increase membership, and bring a professional, comprehensive approach to wellness for Mason residents while Tri City Health receives the use of facilities for their business through their extended lease with the center.



- ▶ Monticello Community Center: This facility is managed by the City of Monticello. Elements include: pool, indoor ice arena, gym, fitness center, climbing wall, meeting spaces, and space for seasonal events.
- ▶ St. Michael-Albertville High School Activity Center: St. Michael-Albertville Community Education offers the community use of the Activity Center in the High School. Facilities include: basketball courts, baseball and softball cages, fitness center, and indoor running/walking track. Hours and use are limited to availability.
- ▶ Hutchinson PRCE: The City of Hutchinson partnered with the Hutchinson Community Education Department over twenty years ago in order to provide more efficient service to the community. The Hutchinson Parks Recreation and Community Education Board is a joint board that manages operations and maintenance for City parks and recreation facilities as well as school athletic fields. The partnership offers athletic associations and the community a “one-stop shop” for reserving athletic fields and facilities.
- ▶ Maplewood / YMCA: In 2016, the YMCA agreed to take over operation of the Maplewood Community Center. The City decided to create the partnership in order to save money and preserve the community center asset within the City as a service to residents. The City and the YMCA share costs for capital improvements, but the YMCA covers all operational costs. The facility was constructed in 1993, and it was becoming less sustainable for the City to manage and operate it. The facility includes a fitness center, a theater, an indoor aquatics center, and gathering spaces for residents.
- ▶ Elk River / YMCA: This facility was constructed jointly between the City of Elk River and the YMCA. The management regime is similar to Maplewood, in that the City helps pay for capital costs while the YMCA covers operational costs.

Figure 8. Existing Community or Recreation Centers in Adjacent Communities



Walking track + gymnasium



Indoor aquatics



Meeting rooms



Outdoor Pool

# Trails and Connectivity Plan

## Existing Conditions

Paved trails for walking, running, and biking exist within most parks in Otsego. Loop trails are provided in varying contexts, such as short loops within individual parks and longer loops using a combination of trails along roads and through parks. Sidewalks and wide paved shoulders along collector roads supplement paved trails for walking and biking.

Two regional trail corridors are planned in Otsego: the Crow River Regional Trail (Three Rivers Park District/Wright County) and the Great River Regional Trail (Wright County).

## Maintenance and Operation of Trails

City trails will be plowed on a priority level basis. Trails that provide access to schools and that run along streets will be plowed with the streets and cul de sacs. Trails that are located within the interior of parks will be plowed during the regular work day as time allows.

The trail plan is integral to both Otsego's park system as well as transportation providing access to scenic and recreational areas of the community and region. The trail plan attempts to strike a balance between recreation and transportation objectives of the City and subsequently provides a plan for a comprehensive multiple purpose trail system. In addressing both the recreational and transportation aspects of the trail system, the following elements were considered:

- ▶ Trails must be accessible to the users. Densely populated areas of the City should receive high priority when considering trail routes. Trail development in areas of greatest user demand achieves the best utilization of trail facilities and the highest return on the capital investment.
- ▶ To encourage trail use, trails must be planned to connect important trail user destinations. Popular recreational and commuter destinations include major residential neighborhoods, school sites, park sites, shopping areas, park and ride sites, centers of employment, and civic events and activities.
- ▶ The trail system is intended to promote recreational use as well as offer an alternative mode of transportation. To accomplish this objective, the Trail System Plan recommends multiple purpose trails and trail routes that divert from the adjacent to streets to take advantage of natural areas or unique vistas that may improve the recreational experience of the trail system users. Through the coordination of trails adjacent to and off of street corridors and implementation of a complete trail system plan, the City will meet the needs of both the commuter and recreational trail user.
- ▶ Trail user protection is another important concern when determining the route and type of trail. To provide the utmost protection to the trail user, trails separated from the street corridor by boulevard are preferred whenever possible.
- ▶ It is this plan's intention to provide routings which will not burden the City with high acquisition and construction costs. Trail rights-of-way will be acquired as part of the dedication process of a subdivision or included as streets are built or improved within the City right-of-way.
- ▶ Establishment of trails in conjunction with park development can expand the service area of neighborhood parks through improved access making trail planning integral to future neighborhood park development.

Figure 9. Otsego Trail Loops

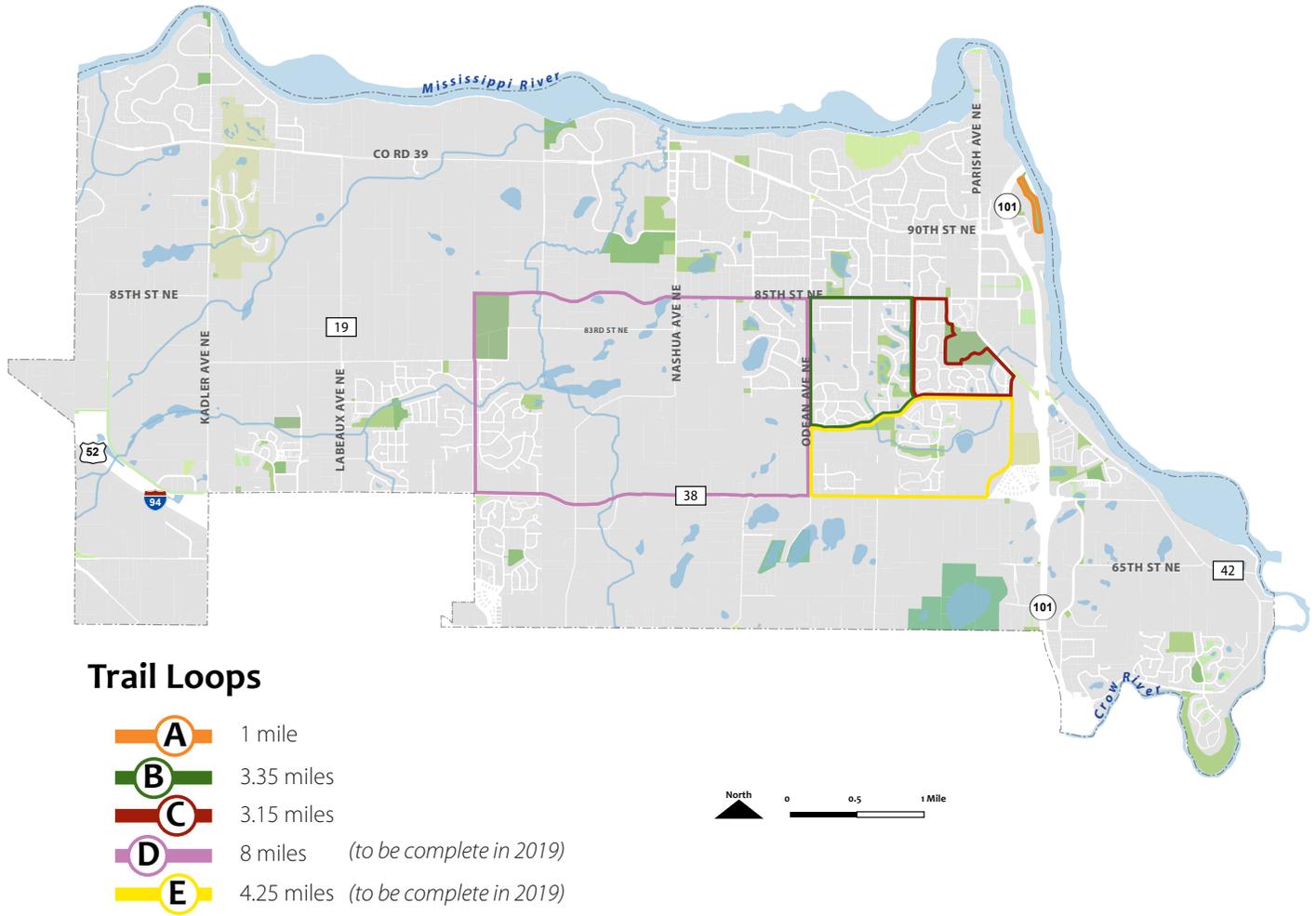
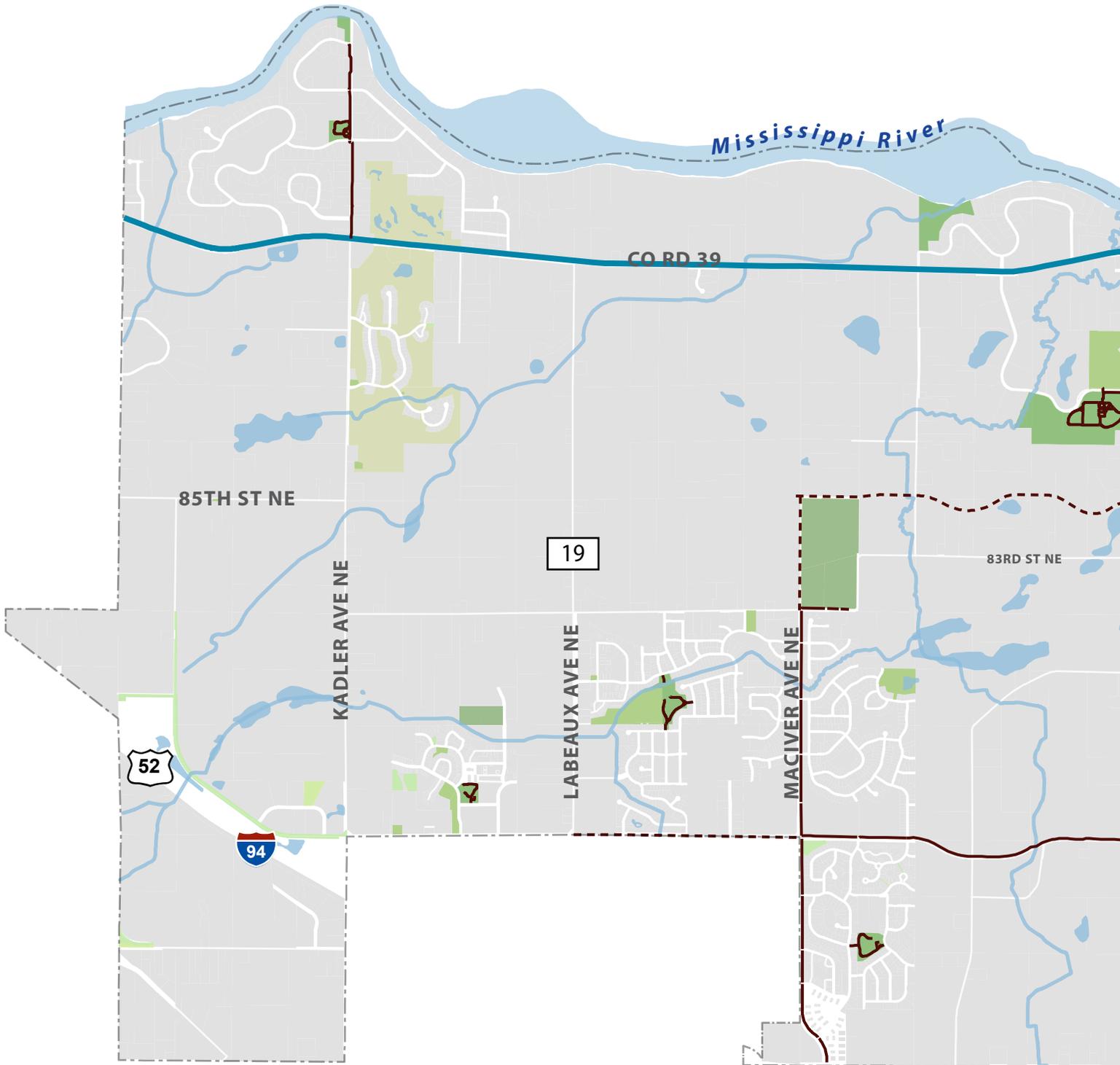
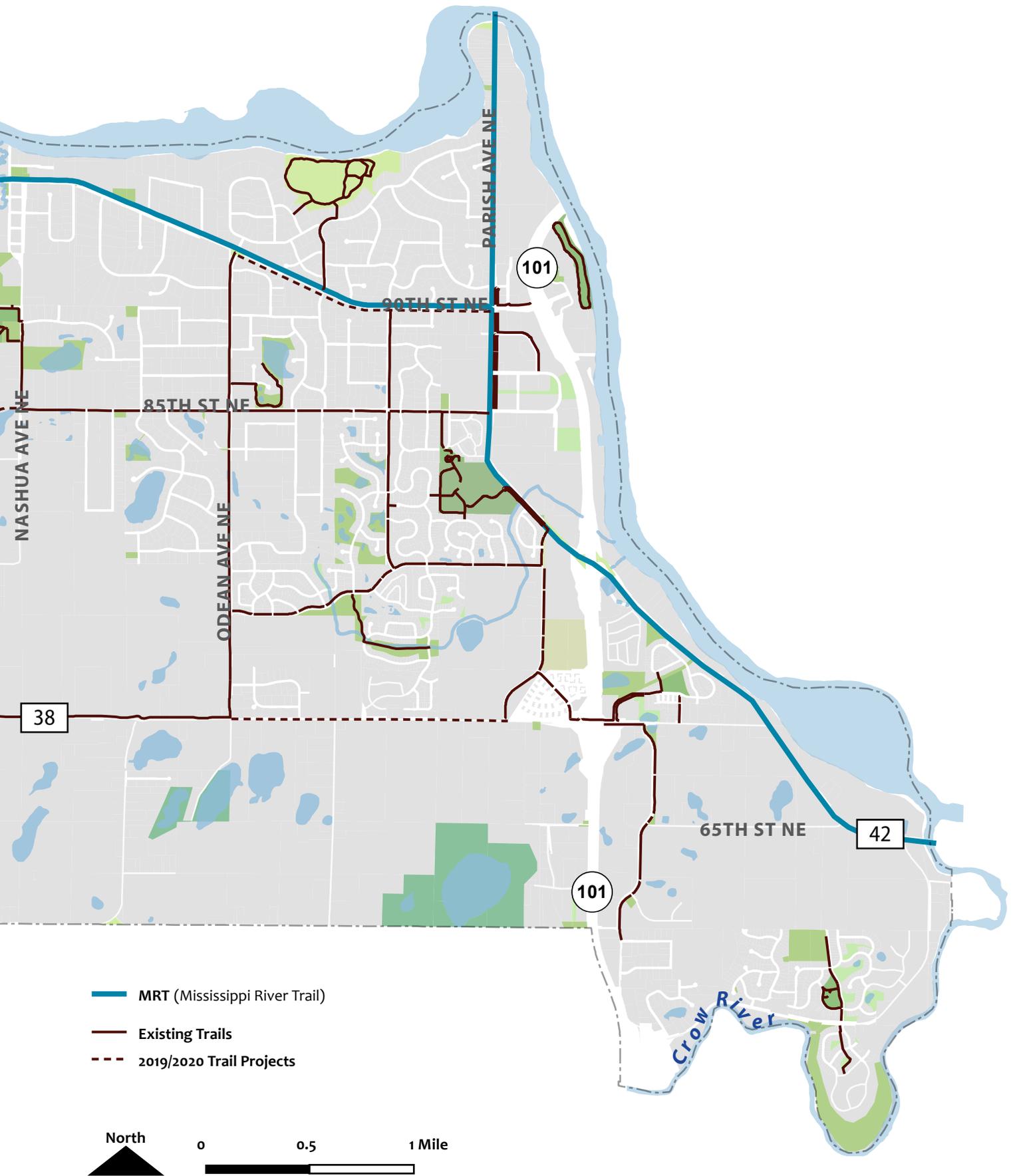


Figure 10. Otsego Existing Trails





- MRT (Mississippi River Trail)
- Existing Trails
- - - 2019/2020 Trail Projects



# Trails and Connectivity Needs Assessment

## Community Input

The community wide survey conducted during the summer/fall of 2018 included the following input specifically related to trails and connectivity:

**41%** of respondents indicated that they have visited **City trails** among a list of Otsego parks and recreation facilities; while **19%** of respondents have visited **Carrick's Landing**, and **7%** have visited **Lefebvre Creek Park**

When asked about the **quality and maintenance** of facilities in Otsego, **Trails** received **18%** of respondents rated the quality and maintenance as "excellent" and **45%** rated it "good"; **Signage** was given a rating of "excellent" by **17%** respondents and a rating of "good" by **60%**; the second lowest rating was for **Signage** (Portable toilets/Portapotties received the lowest rating) which was given a rating of "poor" by **2%** of respondents and a rating of "fair" by **12%**; Additional comments included the desire for: **more trails from River Point Development, and more bike trails**

**69%** of survey respondents listed "**a paved loop trail**" as an element that should be included in a neighborhood park; which was the 4th most selected element from a list of options; "Other" suggestions included: **trail connections to other neighborhoods, trail or park map/sign**

**55%** of survey respondents indicated that they would be interested in **new nature trails (natural surface trails through woods, prairie)** in Otsego; while **44%** listed **greenway trails and connected corridors (i.e. along the rivers)**, **42%** listed **trail connections to other communities**, and **30%** listed **cross country ski trails and winter facilities**; "Other" answers included: **paved bike trails, Trails that connect to some of the older Otsego neighborhoods, and mountain bike trail**

When asked what other improvements people are interested in for Otsego parks and recreation, open-ended responses included the following: **more trails, trail to Prairie Park from the north; a safer way to bike ride from Otsego to Elk River; connect to Rogers; no parking lot, hiking trails; Trail access to neighborhood/development by river; More trails water access and lighting; more bicycle friendly amenities**

“ The road going by the crow river into the river point neighborhood needs a pedestrian trail, it is a windy narrow road that traffic drives fast on and no room for pedestrians, very unsafe! There are many people who try to walk, run, and bike along there and I just feel that someone is going to get hurt!

“ Trails are incomplete - They all need to be connected!!!

“ Trails are needed from east Otsego!!! Trail access to and from the Frankfort Park area is a critical need for safety and connecting the city.

“ More trail systems through nature areas.

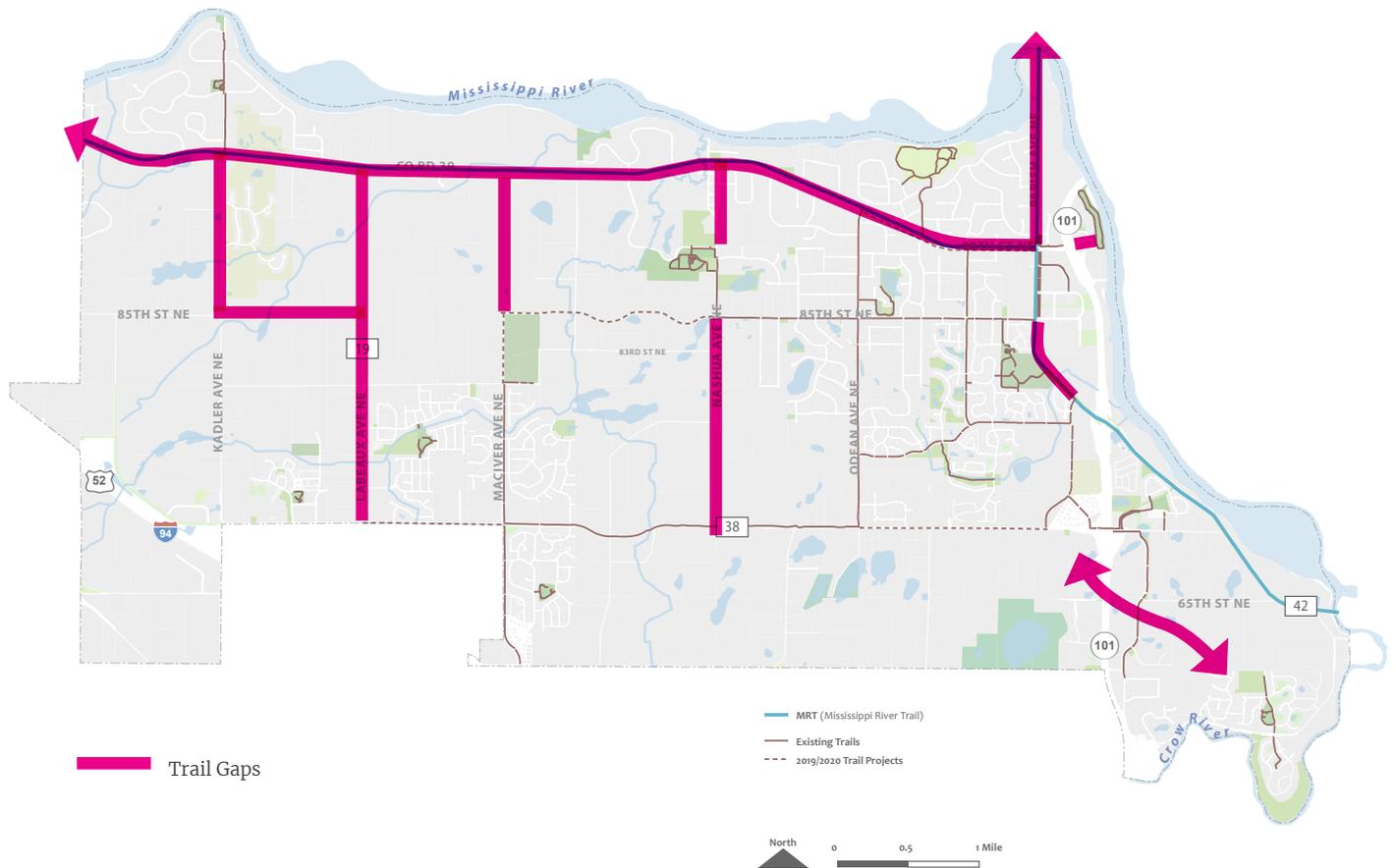
“ I would like to see more paved trails for biking and rollerblading

“ Safe pedestrian-bike access across I 94 to Albertville and Wright County. While intergovernmental, this is a dangerous crossing that should be prioritized as a trail connection with neighboring communities

## Trail Gaps

Future trails have been identified in the City's most recent comprehensive plan document. As new developments are built, the planned trails map is updated to reflect desired trail connections. The Trail Gaps Map primarily identifies major planned trail corridors that, when built, will provide a more fully connected network in the community.

Figure 11. Trails Gap Analysis



# Recommendations for Trails and Connectivity



## Identify Trail Loops in the Community

Trail loops are desired as they allow trail users to track distance and experience variation in scenery during a walk, run, or bike. Five trail loops of varying distances will be complete by the end of 2019 in Otsego. They are shown on Figure 9. In the future, more trail loops should be added as trails are built. Considerations for trail loops include:

- ▶ Distance (1 mile, 5 mile, 10 mile)
- ▶ Access points—parking, connection to parks or retail areas, schools, etc.
- ▶ Trail experience—on-road vs. off-road, through natural areas
- ▶ Trail surface—sidewalk, bituminous, or natural surface



## Great River Regional Trail

Work with community partners to establish a masterplan which will aid with receiving regional designation to increase opportunities for grant funding.



## Connect Southeast Area of Otsego to the Trail Network

Identify priority trails and sidewalks that will create connections from the southeast part of Otsego to the rest of the trail network.



## Identify Trail Connections to Adjacent Communities

Work with adjacent communities (Elk River, Monticello, Rogers, Albertville, and St. Michael) to identify the best trail connections across municipal boundaries.



## Establish a Plan for Trail Access and Wayfinding Signage

Create a template for park identity signs, wayfinding and directional signs that represent the character of Otsego and highlight the importance of parks and trails in the community. Identify destinations and costs for implementation.

Develop an Otsego park and trail sign family with sign types and templates from which to build new signs. Identify high priority sites for trail wayfinding signage.

Consider the following elements:

- ▶ Trailheads should ideally be located every couple miles along major trails. They should include parking, signage, water, benches, etc.
- ▶ Wayfinding signage, identification signs, and mile markers
- ▶ Online maps that are easily accessible that identify trail routes, loops, and trailheads

## Trail Planning with Wright County

The City of Otsego is working with Wright County staff to develop safe pedestrian connections between Otsego and Albertville.

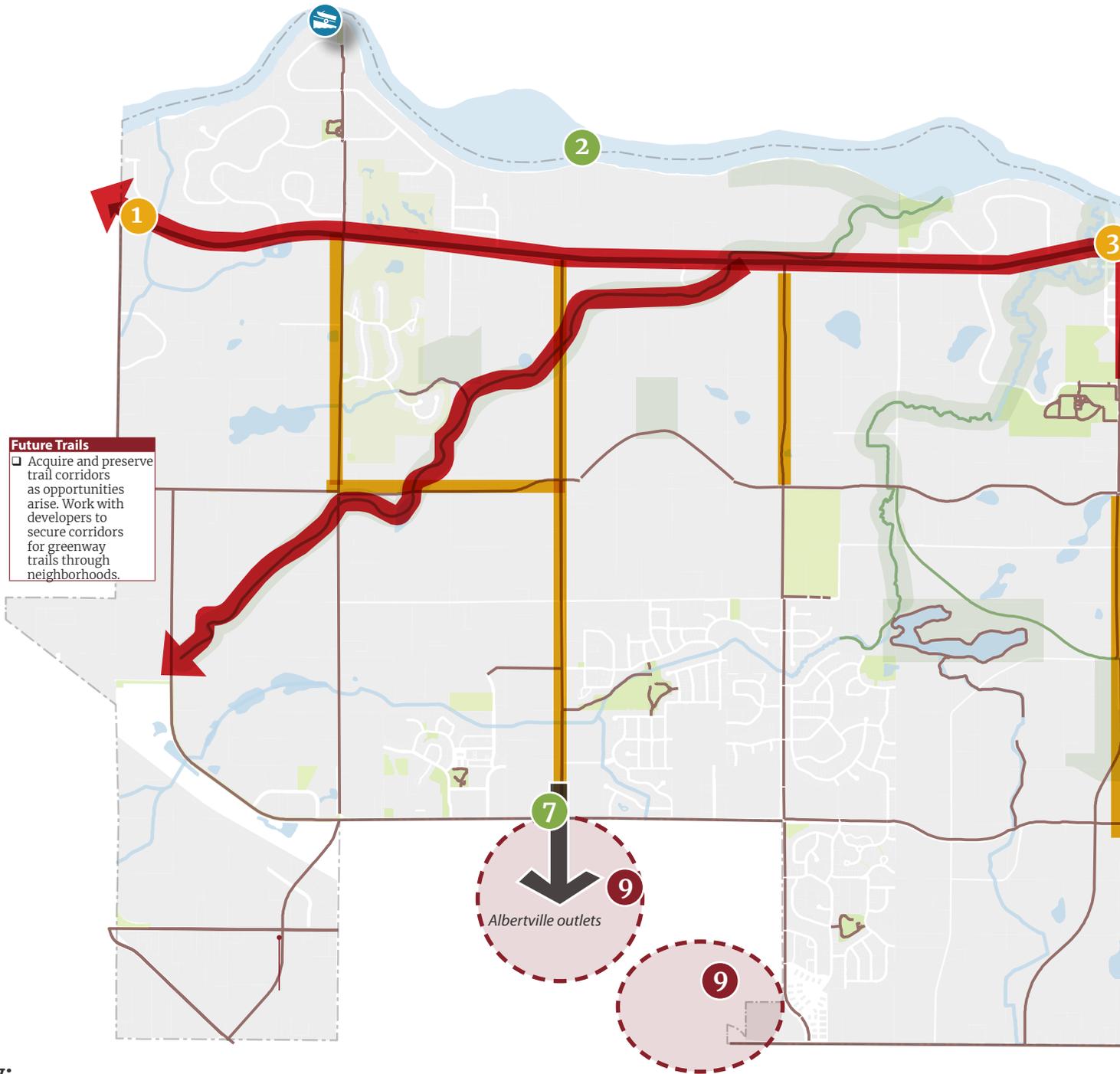


*Walking at Carrick's Landing*



*Park loop trail through Northwood Park*

Figure 12. Otsego Trail Network Plan



**Future Trails**

- Acquire and preserve trail corridors as opportunities arise. Work with developers to secure corridors for greenway trails through neighborhoods.

**Key:**

- City of Otsego project**
  - This type of project would be managed, implemented, and maintained by the City of Otsego parks department.
- City Policy or Development-related project**
  - This identifies a policy or a project that would be completed by the City, County, or a Developer as opportunities arise.
- Partnership project**
  - This type of project may be completed by supporting or encouraging another agency or organization.

**1**

**MRT & Trail Connection to Monticello**

- Improve MRT experience with off-road paved trail and improve seamless trail connection into Monticello
- Partner with Wright County on plan for Great River Regional Trail designation

**COST EST.: \$10K-150K**

**2**

**Mississippi River state water trail**

- Promote Mississippi River State Water Trail with signage and information on the City's website
- Develop summer recreation programs that encourage its use

**COST EST.: \$5K-15K**

**3**

**Potential MRT Trailhead**

- Improve City-owned property with trailhead facilities for Mississippi River Trail - parking, water, restrooms, signage, information about where to stop in Otsego for food, lodging, etc.

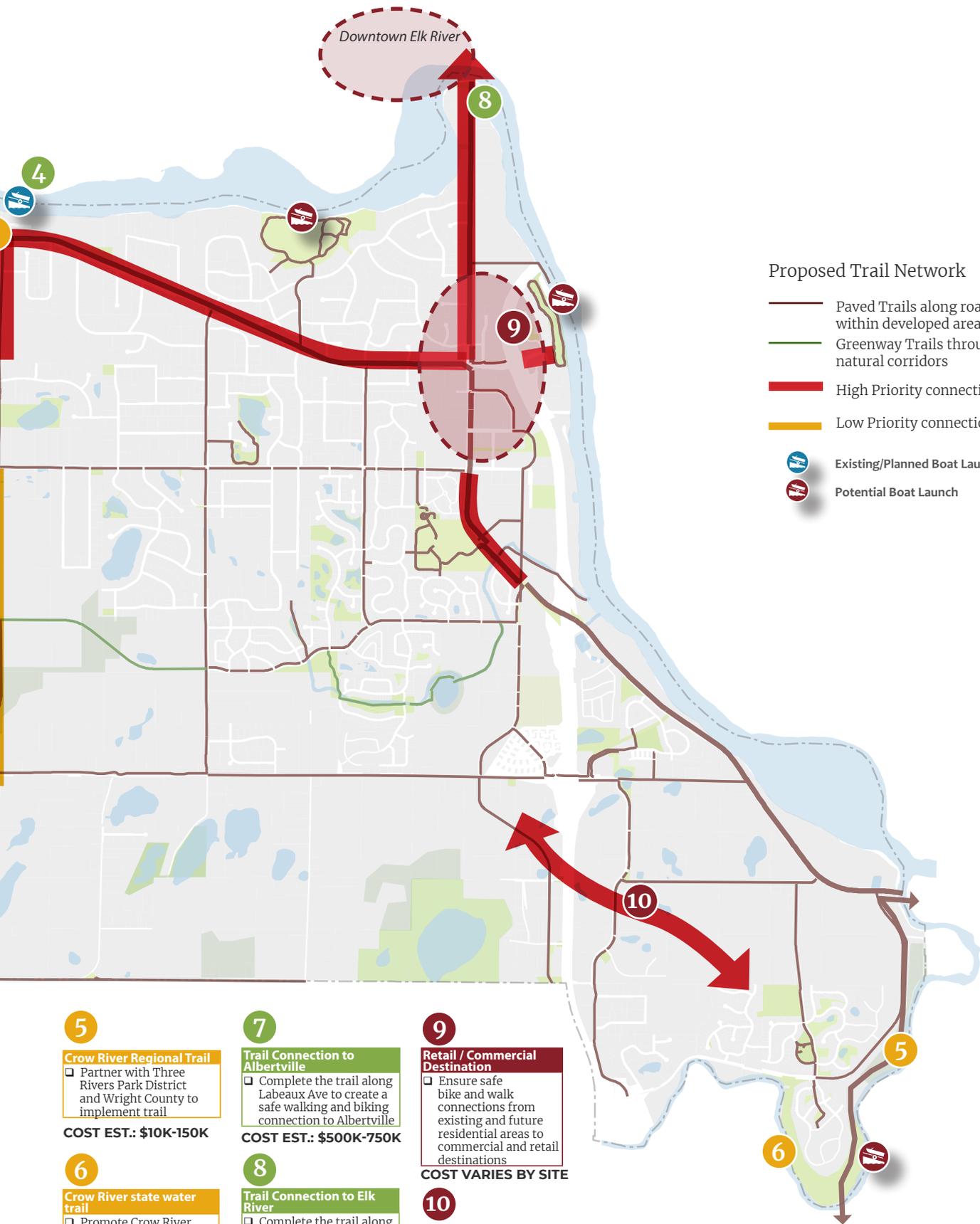
**COST EST.: \$50K-750K**

**4**

**Nashua Ave Boat Launch**

- Improve boat launch with added amenities, such as signage, parking area, and more formal non-motorized boat landing
- Add accessibility
- Add signage from Hwy 39

**COST EST.: \$50K-150K**



**Proposed Trail Network**

- Paved Trails along roads and within developed areas
- Greenway Trails through natural corridors
- High Priority connections
- Low Priority connections
- B Existing/Planned Boat Launch
- P Potential Boat Launch

**5**  
**Crow River Regional Trail**  
 Partner with Three Rivers Park District and Wright County to implement trail  
**COST EST.: \$10K-150K**

**6**  
**Crow River state water trail**  
 Promote Crow River State Water Trail with signage, information on the City's website, and summer recreation programs that encourage its use  
**COST EST.: \$5K-15K**

**7**  
**Trail Connection to Albertville**  
 Complete the trail along Labeaux Ave to create a safe walking and biking connection to Albertville  
**COST EST.: \$500K-750K**

**8**  
**Trail Connection to Elk River**  
 Complete the trail along Parish Ave to create a safe walking and biking connection to downtown Elk River business district.  
**COST EST.: \$500K-750K**

**9**  
**Retail / Commercial Destination**  
 Ensure safe bike and walk connections from existing and future residential areas to commercial and retail destinations  
**COST VARIES BY SITE**

**10**  
**Trail connection**  
 Complete trail connection between SE neighborhoods and City trail network  
**COST EST.: \$500K-1.0M**

# Supplemental Information

The following pages contain information that may be useful as reference when planning specific trail projects or maintenance regimes.

## Trail Access and Wayfinding Signage

Trail access and wayfinding signage are necessary components to developing a successful and enjoyable trail system experience for users. Clear identification of trailheads, trail routes, and directional helpers along trail sites help promote safe and successful hikes for all uses. Major trailheads often offer amenities such as parking, restrooms, water fountains, bench seating, and maps for users to meet their groups, confirm routes, and prepare for long or short trips along the trails while helping to clearly identify starting points. Directional wayfinding signs along trail intersections and stopping points can help to guide user experience by providing directional clarity, specifying distances of particular routes, and highlighting unique features such as beautiful views or landscape elements like waterfalls. To be successful, Trail access and wayfinding signage should be branded and uniform in such a way that is easily identifiable by the trail system.

The Superior Hiking Trail in Duluth, MN is a great example of a vast trail system that uses many different methods of signage to lead users through its rugged and challenging landscape. By providing uniform maps, signs, and bench seating along the trails and its many entry points, the Superior Hiking Trail's wayfinding helps users navigate their surroundings with these familiar amenities to create safe experiences for its many users.

There are several different types of signs that make up a sign family:

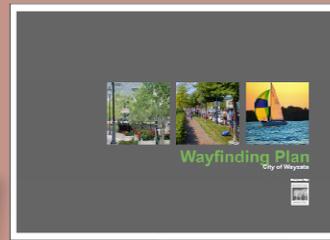
- ▶ Monument Sign
- ▶ Wayfind Signs (vehicle or pedestrian)
- ▶ Warning/Regulatory Signs
- ▶ Mile Markers
- ▶ Trail Markers



# Wayfinding Master Plans

Several communities have developed Wayfinding Master Plans for all or portions of their communities. These plans develop templates for sign designs and signage families, establish points throughout the community where signs should be constructed, and determine a list of community and regional destinations that should be identified on the signs.

**City of Chaska Wayfinding Signage Master Plan**



**Downtown Wayzata Wayfinding Plan**



# Trailheads and Greenways

Trailheads are sites that provide access to destination trail or trail networks. Counties, park districts, and cities provide trailheads at points where it is logical for trail users to access a trail for walking, running, or biking. Trailheads are typically spaced 3-5 apart along long destination trails. Typical facilities and amenities that are found at trailheads include:

- ▶ parking lot/vehicular access
- ▶ wayfinding signage
- ▶ restrooms/changing room
- ▶ picnic facilities
- ▶ bike parking
- ▶ water fountain
- ▶ landscaping
- ▶ interpretive elements

Greenways are wide corridors that typically include a trail, either paved or natural surface. A greenways purpose is to create more desirable recreation experiences with trails away from busy roads or developed areas. Greenways could consist of forested, tree covered areas or open, prairie areas. An ideal minimum width for a greenway corridor is 30 feet with a 8-10 foot wide trail. Wider corridors may be achievable near waterways and rivers.



*Greenways (separate from roadway)*



*Shared Use Paths (along roadway)*



*Trailhead amenities, such as restrooms, interpretation, bike racks, seating*

# Recreation Programming and Marketing Plan

## Existing Conditions

The City of Otsego Parks and Recreation Department offers several recreation programs, events, and classes. The primary locations for events and programs are outdoors at Prairie Park or indoors at the Prairie Center. Programs include family and community wide events, such as the Otsego Prairie Festival, summer camps, sports, and senior programs, among others.

## Program Offerings

- ▶ Tuesday entertainment in the park (summer)
- ▶ Community-wide events
  - Otsego Prairie Festival
  - Santa Day
  - Pumpkin Patch
  - Easter Day
  - Touch-A-Truck
- ▶ Fun runs (5Ks, Zombie run)
- ▶ Senior programs
- ▶ Summer camps
  - Cheer Camp
  - Multi-Sport Camp
  - Soccer Camps
  - Tennis Camp
- ▶ Youth athletics and programs
  - CrossFit for Kids
  - T-Ball
  - Tumbling
- ▶ Arts and cultural activities
- ▶ Adult Fitness
- ▶ Golf
- ▶ Archery
- ▶ Flag Football
- ▶ Dances
- ▶ Tiny Tot Time
- ▶ Dog Sledding
- ▶ Programs for Dogs
- ▶ Senior Programs
- ▶ Theater in the Park
- ▶ Community Garden
- ▶ Park & Rec Days at the Water Park

# Recreation Programming and Marketing Needs Assessment

## Community Input

The community wide survey conducted during the summer/fall of 2018 included the following input specifically related to recreation programming and marketing:

When asked about City of Otsego Parks and Recreation programs and events, **72%** of respondents indicated that they have participated in **the Otsego Prairie Festival**, the most selected answer of several possible selections; **Entertainment in the Park** was the second most selected answer with **61%** of respondents indicating participation; the next most selected answers were **Egg Hunt** with **37%** participating and **Touch-A-Truck** at **37%**; the least selected answers were **Dog Sledding** with **1.2%** participating and **Senior Programs** with **1.4%**

**55%** of survey respondents rated the **overall quality of the recreational opportunities** provided by the City of Otsego Park and Rec Department as **“good,”** while **26%** rated the overall quality as **“excellent”**

When asked what other improvements people are interested in for Otsego parks and recreation, open-ended responses included the following: **More communication about events; event reminders; Additional classes and programs, Sports, dance, art, etc; an indoor recreational facilities kids and adults; More adult classes; More organization for the tball coach volunteers; Better advertisement in the community for events; More early evening children’s events so working parents can take their kids to fun things, too; Better music at the festival/activities for kids; Bigger venue or more dates for Santa; More family friendly activities evenings and weekends**

**55%** of survey respondents indicated that they learn about parks and recreation in Otsego from **Facebook or social media**; **49%** selected the **Recreation Newsletter**, and **47%** selected the **City website**, “Other” sources of information included: **word of mouth, baseball/softball associations, local organizations, local newspapers**

When asked about the **effectiveness of the current parks and recreation communication system**, **53%** of respondents indicated that it is **“Moderately effective,”** while **36%** chose **“Great! - I can find information easily”** and **8%** chose **“Not good - It is difficult to find information”**

“ Offer more of a discounted rate on programs for either lower income or just otsego residents. I would love to put my kids in otsego programs but have gone to Rogers because it’s cheaper.

“ The Egg hunt should have a separate toddler area

“ Better advertising for special events. Were there any this last year?

“ More programming for kids on Wednesday or Thursdays. Very limited activities for working parents to bring their kids to.

“ Continue to offer classes for kids that focuses on teaching skills & having fun...not just on winning!!! I love this about the Otsego Parks & Rec activities!!! Good job!!! More activities for early teens might be nice.

# Recommendations for Recreation Programming and Marketing

## **Establish a Strong Community Identity**

The City encompasses a large geographical area within three school districts. Development has occurred at the edges of the City, while the center of the City remains undeveloped. Residents often feel more closely tied to an adjacent city than to Otsego. A community-wide process should be engaged to develop and promote an identity for Otsego.

## **Ensure Awareness and Promotion of Parks and Recreation Offerings**

Continue to promote parks and recreation offerings through social media, physical signage, City's website, print media, and press releases.

## **Consider Additional Space for Programs**

In order to meet the high demand for youth recreation programs, consider options to increase space for indoor recreation programs. These could include: building a new facility, adding on to an existing facility, or partnering with other agencies/organizations to utilize space.

## **Improve Field Scheduling Process**

Work with, local athletic organizations, and recreation staff to create a field scheduling process that better utilize the fields for practices and games.

## **Consider Increasing Fees for Field Use**

In order to keep up with the high demand and maintenance required for athletic fields, increase fees for practice and game time.

## **Utilize Partnerships**

Consider additional partnerships with private organizations, volunteers, School District/Community Education, and other cities to provide more programming options that are desired by community members.

## **Support and Expand Senior Center Programming**

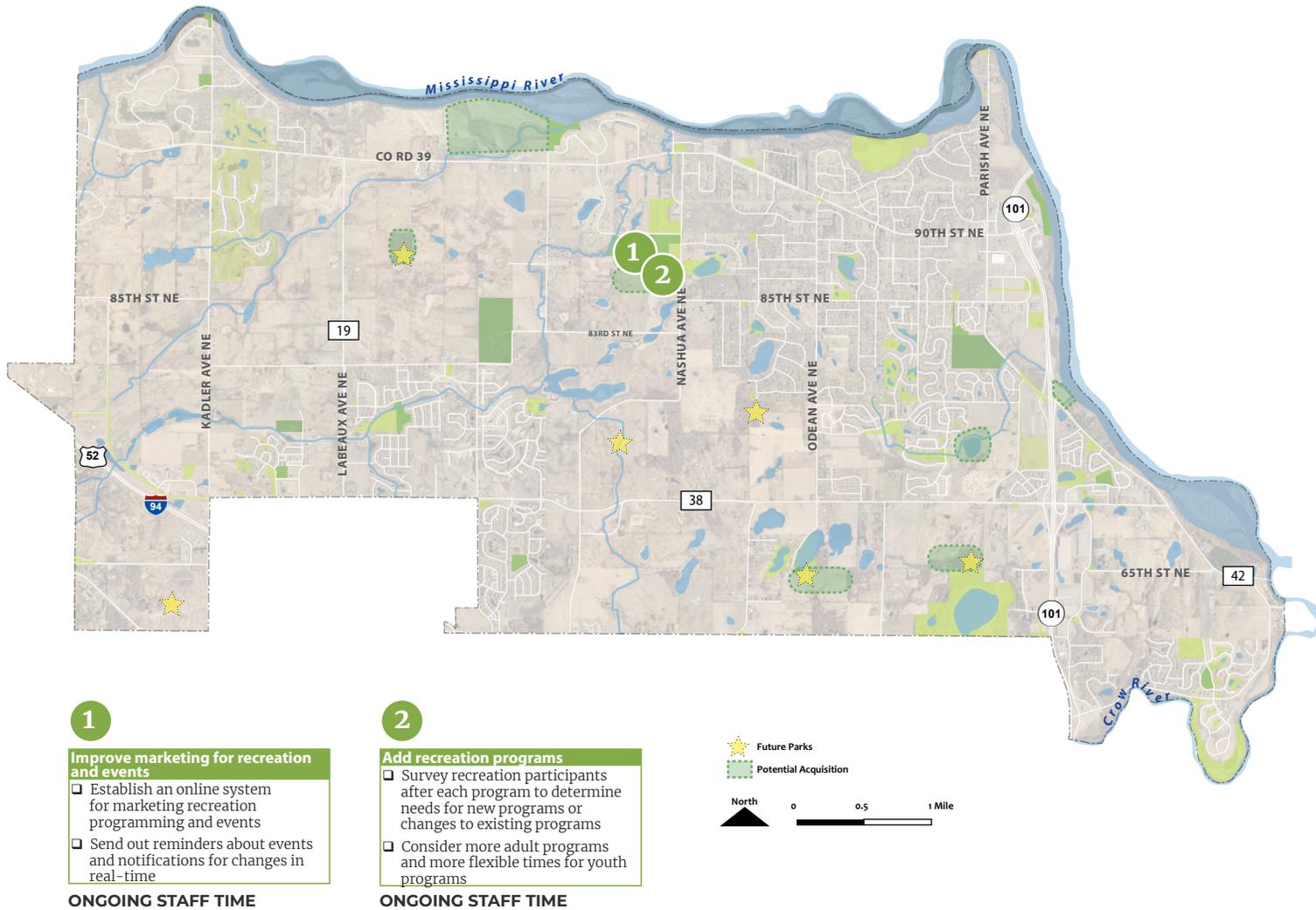
The Otsego Senior Center is popular for card games, bingo, a Prairie Park walking group and field trips to theater and sporting events. There is an opportunity to increase participation at the Senior Center with a wider array of programming, including fitness and outdoor activities.

## **Evaluate Trends in Teenage Recreation**

Consider adding recreation programs for teens in line with changing trends. Some examples of programs that are growing around the Twin Cities and Minnesota include:

- ▶ Mountain biking
- ▶ Fishing
- ▶ Archery
- ▶ Trap shooting

Figure 13. Otsego Recreation and Marketing Recommendations



1

**Improve marketing for recreation and events**

- Establish an online system for marketing recreation programming and events
- Send out reminders about events and notifications for changes in real-time

**ONGOING STAFF TIME**

2

**Add recreation programs**

- Survey recreation participants after each program to determine needs for new programs or changes to existing programs
- Consider more adult programs and more flexible times for youth programs

**ONGOING STAFF TIME**

 Future Parks  
 Potential Acquisition  
 North  
 0 0.5 1 Mile

**Key:**

**City of Otsego project**

- This type of project would be managed, implemented, and maintained by the City of Otsego parks department.

**City Policy or Development-related project**

- This identifies a policy or a project that would be completed by the City, County, or a Developer as opportunities arise.

**Partnership project**

- This type of project may be completed by supporting or encouraging another agency or organization.

## Supplemental Information

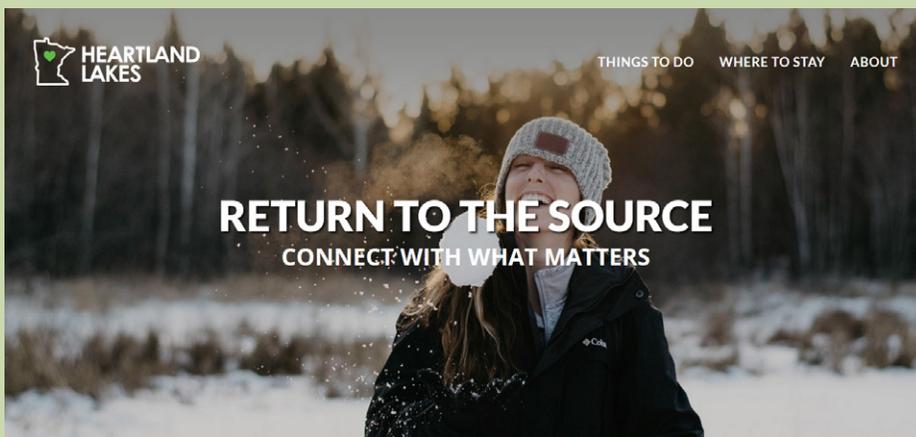
The following pages contain information that may be useful as reference when planning specific recreation programs or marketing projects.

# Community Identity and Branding

Community branding has become more of an industry in recent years as communities have struggled to keep and attract young people and families to reside in their communities. Community identity could be represented by a school mascot, unique natural features, high quality parks and open space amenities, or an active downtown or retail district.

An example of a recent community branding project in Minnesota is by The Park Rapids Area Chamber of Commerce, who hired Civic Brand, a marketing and branding company, to establish a brand for the area around Park Rapids. A series of meetings, surveys, and videos helped to develop the following brand: Heartland Lakes. (<https://heartlandlakes.com/>)

Other community identity and branding tools include gateway signage, streetscaping or downtown enhancements, and development standards.



*Heartland Lakes website page*



*The City of Osseo's branding includes monument signage, downtown streetscaping, and community events.*

## Trends in Teenage Recreation

Teen participation in formalized sports and recreation has changed over the years to include a broader set of activities. In recent decades more teens have been interested in participating in individual or life-long recreation activities, such as running, bicycling, cross country skiing, mountain biking, trap shooting, and archery.

The following list includes some programs that exist in Minnesota or the Midwest at schools or cities with links to further resources for reference.

### Archery

- ▶ **JOAD (Junior Olympic Archery Development)** is a nationwide program where certified coaches provide instruction for youth archers to help them progress in the sport at their own pace; learn important skills, play exciting games and earn awards for developing fundamental skills and scoring achievements. JOAD clubs offer training and event preparation for all archery disciplines and many clubs have rental equipment available. <https://www.teamusa.org/usa-archery/youth>
- ▶ **USA Archery's Collegiate Archery Program** is for students enrolled in a college or university. Eligible participants can work to develop fundamental skills while actively preparing for local, regional, and national events in the collegiate division. <https://www.teamusa.org/usa-archery/collegiate>
- ▶ The **MN DNR Archery in the Schools Program** is the State level program of the National Archery in the Schools Program or NASP. NASP is a 10-session introduction to international target archery. The Minnesota DNR offers grants to schools to cover part of the equipment cost and training for up to 3 adult coaches. Once the in school program has been completed, schools may form clubs to represent their schools at local regional state national and World competitions. <https://www.youthshootingusa.com/product/minnesota-dnr-archery-in-the-schools-program/>



- ▶ <https://www.olympicarcheryinschools.org/>
- ▶ This website allows you to search for youth archery clubs near you: <https://www.teamusa.org/usa-archery/usaa-clubs/find-a-club>

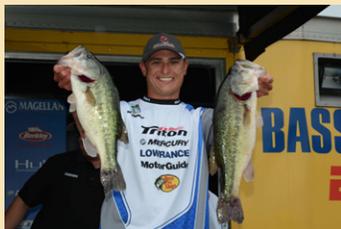
### Biking/Cycling/Mountain Biking

- ▶ **NorthStar Development Cycling, Twin Cities, MN:** A competitive cycling program for junior high through college aged kids, with group cycling and skills, and race and train together; based in the Twin Cities; members throughout Minnesota, Wisconsin and Iowa; train and compete locally and also travel as a team to major regional and national junior races. Info: [Northstardevo.org](http://Northstardevo.org)
- ▶ **Minnesota Junior Cycling, Inc., Rosemount, MN:** Minnesota Junior Cycling supports young people, up to age 18, who love to race and train on bicycles. Members come from throughout Minnesota and have a wide range of cycling skills and abilities. A group of dedicated adult volunteers guide and coach the team to meet both individual and group goals. Most events are located in and around the Twin Cities area. Some members, depending on ability and desire, travel throughout the State, and nationally to compete in events; support training and racing for mountain biking and cyclocross, but encourage riders to try all cycling disciplines. Info: <http://www.mnjrc.com>
- ▶ **Minnesota High School Cycling League, Statewide:** A state-wide independent activity provider for student-athletes in 7th to 12th grade. Mission is to build strong bodies, strong minds and strong character through cycling, regardless of ability level. Info: <http://minnesotamtb.org/>
- ▶ **Bike City Juniors, Minneapolis, MN:** Bike City Juniors is a road cycling club for aspiring, young riders, ages 10-18. Operates from April 1st to June 15th; Facebook: <https://www.facebook.com/BikeCityJuniors/>
- ▶ **Velokids, Blaine, MN:** The VeloKids Cycling Program offers a perfect introduction to track cycling in a



fun, relaxed 4-week camp. The VeloKids Cycling Program is open to children ages 9–12. Participants learn track cycling skills and racing games. Info: <http://velodrome.nscsports.org/page/show/1463146-velokids-cycling-program>

- ▶ **Minneapolis Bike Parks:** <https://www.mplsbikeparks.org/>
  - Biking is the most popular outdoor activity for youth ages 6–17.
  - In 2017, Minnesota was ranked second-most bicycle friendly state in the US.
  - 47% of Americans say they would like more bike facilities in their community.
  - 48% of US residents want safe places to bike.
  - Biking promotes physical activity in youth and helps combat childhood obesity.
  - Gets kids outside more so they are able to form a closer with nature.
  - Studies have shown that homes closer to bike paths are more valuable.
  - Promotes socialization with friends and neighbors.
- ▶ **Twin Cities Adaptive Cycling (TCAC)** is a non-profit community based cycling program for youth and adults with disabilities. Located on the Minneapolis Greenway, TCAC has a fleet of over 20 adaptive bicycles. We provide customized adaptive bicycle fittings and low-cost regular use of our bicycles, comprehensive education and training, and opportunities for group rides. <https://www.tcacycling.org/>
- ▶ <https://www.twincitiesbiking.org/resources>
- ▶ <https://rascalrides.com/youth-cycling-clubs-development-programs-family-bike-rides/>
- ▶ **Minnesota Off-Road Cyclists (MORC)** have helped many communities in Minnesota build and maintain sustainable mountain bike trails. <https://www.morcmtb.org/>



## Fishing

▶ **B.A.S.S High School Nation:** High School club members enjoy camaraderie and competition, as well as education and conservation programs.

As part of the B.A.S.S. High School Nation, young anglers can compete in the B.A.S.S. High School Nation Opens and in the B.A.S.S. High School Nation Championship. Teen anglers can also attend the High School Elite Experience, a free opportunity for anglers who live near certain Bassmaster Elite Series

tour stops. <https://www.bassmaster.com/high-school-bass-fishing>

- ▶ **TBF High School Fishing Student Angler Federation:** The Bass Federation, the nation’s oldest and largest organized grassroots fishing organization, is leading the way with the development of the Student Angler Federation. <https://highschoolfishing.org/>
- ▶ Angler fishing teams are growing in popularity in MN high schools: <http://www.startribune.com/minnesota-high-school-fishing-teams-teeming-with-interest/432020793/>

## Trap Shooting

- ▶ **Minnesota State High School Clay Target League:** The USA High School Clay Target League is a division of the USA Clay Target League – a non-profit corporation. The League is the independent provider of clay target shooting sports as an extracurricular co-ed and adaptive activity for high schools and students in grades 6 through 12. The League’s priority are safety, fun, and marksmanship – in that order. (Offers trap shooting and Skeet Shooting, information on the leagues for both) <http://mnclaytarget.com/about-us/skeet-shooting/>
- ▶ High School Trap Teams in Eagan, MN: <http://westendtrapclub.com/high-school-teams.html>
  - Eagan High School
  - Eastview High School
  - Richfield/Academy of Holy Angels High School
  - Rosemount High School
- ▶ Other MN Trap Shooting Teams for youth: <http://mplsgunclub.com/shooting-activities/high-school-trap-information/>
  - Jefferson High School Of Alexandria
  - Kelliher High School
  - Tartan High School Of Oakdale
  - New Prague High School
  - Rogers High School
  - Jordan High School
  - St. Michael-Albertville High School
  - Prior Lake High School
  - Apple Valley High School Trap Team
  - Burnsville High School Trap Team
  - Prior Lake Lakers Trap Team





# CHAPTER 4:

## Implementation

# How to Use this Chapter

The purpose of this chapter is to identify the projects and priorities for achieving the System Plan Recommendations. This chapter more specifically calls out projects, estimated timelines, and estimated costs that can be used to plan for budgeting and staffing needs. Funding options and sources are identified that will serve as a reference when looking at how to achieve projects. General parks and trails costs are listed for reference and a process is outlined for how to make decisions about potential projects.

# Priority Actions

The priorities for the future of the Otsego parks and recreation system are pulled from the System Plan recommendations. The recommendations have been translated into actions, which are categorized as one of the following:

- ▶ **City Projects / Actions** are projects that the City will undertake directly. These could be funded by the City's general fund, park dedication fees, or referendum. City staff will manage these projects and they will typically be owned and operated by the City.
- ▶ **Policies/Development-related Projects** include standards that direct the day-to-day practice of the City as it operates the system. These could also include directions that require developers in the City to build or construct their developments in a way that fits the desires of the City.
- ▶ **Partnerships** are projects, joint use agreements, or programming that will be paid for, led, or operated by the City in coordination with another agency, organization, or entity.

The content of this chapter includes information and tools developed by HKGi for park system planning. It has been tailored to fit the needs of the City of Otsego.

# City Projects / Actions

## (Ten-Year Capital Funding Implementation Plan)

The following projects have been identified to be incorporated into the City’s CIP for future parks and recreation development. The table identifies the project, a cost range, and the priority level. The priority levels are described below:

- ▶ **Short term** projects are highest priority, and ideally would be completed before the long term projects.
- ▶ **Long term** projects are important projects, but due to high cost, non-immediate needs, or more planning that needs to be done, these won’t be completed until after the short term projects are complete. If opportunities arise that make the long term projects more feasible in the short term, they will be completed earlier.
- ▶ **Ongoing initiatives** are projects that are ongoing and funded by general or operational funds. These projects may include general maintenance and replacement to existing facilities.

Table 7. City Projects and Actions

LOCATION/AREA	CITY PROJECT/ACTION	COST (LOW)	COST (HIGH)
<b>Short Term Projects</b>			
Prairie Park	Pickleball Courts	\$25,000	\$150,000
Prairie Park	Splash Pad improvements and restroom building	\$50,000	\$250,000
Prairie Park	Land acquisition: Potentially purchase additional land to the south, primarily for athletic fields	Cost will vary based on market and willing sellers	
Prairie Park	Athletic field improvements: Expand and improve ballfields (add covered dugouts, concessions, more fields)	\$100,000	\$350,000
Great River Regional Trail Master Plan	Partner with Wright County to complete master plan	\$10,000	\$10,000
Mississippi River (Norin Landing and Carrick’s Landing)	Install Paddle Port facilities at two locations to facilitate a start and end point for kayaking	\$5,000	\$15,000
Future Highlands of River Pointe natural area	Complete a master plan and implement park improvements to potentially include: forest and shoreland restoration, soft surface hiking and mountain bike trails, connection to Crow River Regional Trail, kayak/ canoe launch	\$150,000	\$500,000
Trail Connection to Elk River	Complete the trail along Parish Ave to create a safe walking and biking connection to downtown Elk River business district.	\$300,000	\$1,000,000
Mississippi River state water trail	Promote Mississippi River State Water Trail with signage and information on the City’s website; Develop summer recreation programs that encourage its use	\$5,000	\$50,000
Nashua Ave Boat Launch	Improve boat launch with added amenities, such as signage, parking area, and more formal non-motorized boat landing; Add accessibility; Add signage from Hwy 39	\$50,000	\$150,000
Carrick’s Landing	Walking bridge will be constructed across stormwater pond	\$150,000	\$200,000
Carrick’s Landing	Add non-motorized boat launch at north end of park	\$30,000	\$100,000
Carrick’s Landing	Add more native landscaping along the trail and stormwater pond	\$50,000	\$200,000
Carrick’s Landing	Encourage river views with formalized overlooks and selective clearing along the river’s edge	\$50,000	\$200,000
Carrick’s Landing	Add benches, picnic areas, and lighting along the trail	\$25,000	\$250,000
Future Community / Recreation Center Feasibility Study	Determine the need and desire of the community for a community center with fitness center, indoor track, meeting rooms, and potential indoor aquatic facility; Potentially partner with school district to build a joint-use facility; Ensure financial feasibility (potential referendum)	\$50,000	\$100,000
Add dog park near Northwood Park	City-owned land. Potential to build new off-leash dog park	\$50,000	\$100,000
Trail Connection to Albertville	Complete the trail along Labeaux Ave to create a safe walking and biking connection to Albertville (Co Rd 39 to 70th St NE)	\$500,000	\$750,000

LOCATION/AREA	CITY PROJECT/ACTION	COST (LOW)	COST (HIGH)
<b>Long Term Projects</b>			
Prairie Park	Community Center facility	\$500,000	\$5,000,000
Davis Farm Park	Nature trails through the park	\$25,000	\$100,000
Davis Farm Park	Consider area to the west of Davis Farm Park for future acquisition to provide more river access and expand potential program at Davis Farm Park	Cost will vary based on market and willing sellers	
Future Natural Areas	Acquire wooded land for public natural area		
Potential natural areas near Otsego WMA	Acquire land adjacent to DNR land to create larger natural area park for nature trails; Incorporate two neighborhood park facilities adjacent to natural area		
<b>Ongoing Initiatives</b>			
Norin Landing	Encourage the park's use with recreational programming, such as kayak/canoe events, fishing clinics, and summer concerts	Ongoing staff time	
Wilson Preserve	Potential outdoor education program; Ongoing partnership with Wright County and Pheasants Forever to provide natural habitat		
Improve marketing for recreation and events	Establish an online system for marketing recreation programming and events; Send out reminders about events and notifications for changes in real-time		
Add recreation programs	Survey recreation participants after each program to determine needs for new programs or changes to existing programs; Consider more adult programs and more flexible times for youth programs		

## Policies/Development-related Projects

These projects include policies or projects that would be completed by the City, County, or a Developer as opportunities arise.

Table 8. Policies and Development-related Projects

LOCATION/AREA	PROJECT/ACTION
Future Greenway Trails along creeks and water courses	Acquire land along creek corridor as opportunities arise to preserve for future greenway trail
Retail/Commercial Destination connections along Hwy 101 in Otsego, to Albertville, and to Elk River	Ensure safe bike and walk connections from existing and future residential areas to commercial and retail destinations
Future trails along roadways	Acquire and preserve trail corridors as opportunities arise. Work with developers to secure corridors for greenway trails through neighborhoods.
Trail connection from SE area of City to larger network	Complete trail connection between SE neighborhoods and City trail network
Neighborhood Park Access	Strive to provide a neighborhood park within 1/2 mile of every residence in Otsego

## Partnerships

These are projects that affect Otsego's parks and recreation, but will be completed by a partner organization. Otsego staff should encourage or support these projects as feasible.

Table 9. Partnership Projects

LOCATION/AREA	PROJECT/ACTION	PARTNER
MRT and Trail connection to Monticello	Improve MRT experience with off-road paved trail and improve seamless trail connection into Monticello; Partner with Wright County on plan for Great River Regional Trail designation	Wright County City of Monticello
Mississippi River Water Quality	Partner with DNR and Wright County Conservation District to promote practices and develop projects that will improve water quality in the river	DNR Wright County Soil and Water Conservation District
Potential MRT Trailhead at Nashua and Hwy 39	Improve City-owned property with trailhead facilities for Mississippi River Trail - parking, water, restrooms, signage, information about where to stop in Otsego for food, lodging, etc.	Wright County
Otsego County Park	Encourage Wright County Parks Dept. to improve facilities - ski trails, river access, boat launch	Wright County
School Knoll Park	Potential to partner with Otsego Elementary to provide additional recreation opportunities	ISD 728
VFW Soccer Fields	Maintain regular communication with field owner (VFW) in order to plan for future fields in the potential scenario that land ownership or use transitions	VFW
Crow River Regional Trail	Partner with Three Rivers Park District and Wright County to implement trail	TRPD Wright County
Crow River state water trail	Promote Crow River State Water Trail with signage, information on the City's website, and summer recreation programs that encourage its use	DNR

# Funding Options

While a parks and recreation system is an essential component of the quality of life in a community, ensuring sufficient funding can be challenging when compared to other city services such as water, sewer, and public safety. To achieve the vision set forth in the Parks and Recreation System Plan, additional investment will be needed. This investment will not only be needed to support system expansion, but for the replacement of existing system components. The following are potential options the City could explore to expand and diversify funding for parks and recreation:

- ▶ Increase Parks and Recreation's share of the general fund.
- ▶ Increase funding from the General Fund for maintenance work.
- ▶ Establish a Maintenance and Replacement Fund to cover major capital repairs and replacements.
- ▶ Explore the use of a franchise fee to fund maintenance or specific programs.
- ▶ Explore a bond referendum for a specific package of capital improvements.
- ▶ Evaluate the potential value of sponsorship for all assets, programs, and events in the system based on user demographics and participation/visitation. Use the data to create an enhanced sponsorship catalog to target local and regional sponsors and corporate partnerships.
- ▶ Continue to strategically pursue grants focused on those whose funding amounts are sufficient to outweigh administrative requirements.
- ▶ Continue to build and enhance partnerships with schools, athletic associations, nonprofits and others.
- ▶ Explore collaboration funding opportunities in areas like public health, public art, programming, and sustainability.
- ▶ Pilot use of a crowdfunding tool for small, targeted project ([kickstarter.org](http://kickstarter.org), [razoo.com](http://razoo.com) or NRPA Fund Your Park).

# Funding Sources

Achieving the vision and goals for the parks and recreation system will take additional funding, not only for large capital investments, but also for park revitalization and maintenance, improvements to accessibility, etc. Significant investment is needed for Otsego to provide the type of parks and recreation system identified in this System Plan. Implementation of the priority actions, as well as routine system maintenance and reinvestment needs, will add to the investments needed over the next 10–20 years. Table 11 Funding Sources highlights the types of funding sources that may be appropriate for various types of actions. The table is followed by brief descriptions of each of the funding sources.

Table 10. Funding Sources

Priority Actions	General Funds	Park Dedication	Grants	Partnerships	Donations	State Aid Funds	Park Bond Referendum	Utility Fee
System Planning (facility feasibility study, individual park master plans, trail planning, natural resource plan, ADA accessibility audit, etc.)	●		⤿	⤿				
Parkland Acquisition	●	●	○	⤿	⤿		●	
Maintenance and Replacement	●			⤿	⤿		○	⤿
User Amenities (benches, shade, restrooms, water fountains, wayfinding, etc.)	●		⤿	⤿	⤿		○	
Park and Facility Development (recreation center, fields, courts, playgrounds, etc.)	●	●	○	○	⤿		●	
Trail Expansion	○	○	○	⤿		○	●	○
Natural Resources Management	●		○	⤿	⤿		○	⤿
Programming and Events	●		⤿	●	⤿			
Public Art Initiatives	⤿		○	●	⤿			
Accessibility Improvements	○		⤿	●	⤿			

### Key

Best Funding Source	Likely Funding Source	Possible Funding Source
●	○	⤿

## General Funds

General funds can and should be used to develop and maintain the parks and recreation system. General funds are the primary funding source for ongoing maintenance, operations, and amenities. Most grants also have a matching requirement, which is often fulfilled with general funds.

## Park and Trail Dedication

Minnesota Statutes allow local governments to require dedication of land or cash in-lieu of land for parks and trails from new subdivisions. The dedication must be reasonable and rationally related to the recreation demand created by the development. Cities can also require dedication of right-of-way or easements for sidewalks or trails.

The City of Otsego has a park dedication ordinance that recognizes the impacts that increased residents and employees have on the parks and recreation system. It seeks to ensure that areas are preserved for future parks and trails. It establishes a cash in-lieu of land fees where the dedication of land is not feasible or practical or will not create a site usable for park purposes. Fees collected are deposited into the City's park and recreation development fund or its multipurpose trail fund and are used for the development of new or expanded facilities. Park dedication may not be used for maintenance or replacement of existing facilities. The City has and will continue to update its park dedication ordinance from time to time to reflect changes to Minnesota Statutes.

## Grants

Grants are a way to make Otsego's dollars go further. The City should pursue opportunities when potential award outweigh the costs for applying or administering. Below is a sample of grant opportunities that may be available, along with websites to visit for more information.

### Minnesota DNR

Website: [www.dnr.state.mn.us/grants/index.html](http://www.dnr.state.mn.us/grants/index.html)

The Minnesota DNR is one of the most comprehensive resources when it comes to state funding for park and trail programs. They offer a variety of grant programs and technical assistance. Current programs provide assistance

for cross country skiing trails, mountain biking trails, horseback riding trails, and recreational trails. Some programs also offer assistance for the development of parks or for trail amenities such as restrooms, lighting, benches, etc.

Each of the Minnesota DNR grant programs is unique. The DNR should be consulted before pursuing a grant to clarify funding availability and qualifications.

### Minnesota DOT

Website: [www.dot.state.mn.us/grants/](http://www.dot.state.mn.us/grants/)

A portion of most trail or bikeway improvement projects funded through Minnesota DOT is from federal dollars. Examples of programs typically funding trail or sidewalk improvement projects include Safe Routes to School or the Transportation Alternatives Program managed by MNDOT District 3. Given the size of these grants the City should begin preparing in advance for future applications by identifying the type of improvement, the right-of-way needs, preliminary layout, and cost estimates.

## Clean Water, Land and Legacy Amendment

On Nov. 4 2008, Minnesota voters approved the Clean Water, Land and Legacy Amendment to the Minnesota State Constitution which increased the general sales and use tax rate by three-eighths of one percentage point (0.375%) to 6.875% and dedicated the additional proceeds for the Arts and Cultural Heritage Fund, the Outdoor Heritage Fund, Clean Water Fund, and Parks and Trails Fund.

Funding from the Legacy Amendment is administered by a variety of agencies such as the Department of Natural Resources, Pollution Control Agency, Department of Health, Historical Society, Minnesota State Arts Board and regional art councils. A number of new grant programs were created. Information about grant opportunities can be found on individual state department and organization websites.

## Foundations & Non-Profits

There are foundations and non-profits that are interested in fulfilling their missions by supporting local projects. There are a number of online tools that can assist with the process of identifying additional foundations that may provide financial support for park, trail, and bikeway

improvements. The Minnesota Council of Foundations is a great starting point for identifying foundations. Another good starting point is to consider the businesses within Otsego and identifying those that have a foundation or charitable giving department. In addition to retailers and manufacturers, be sure to consider businesses such as energy providers and communications companies.

## Partnerships

Public and private partnerships are valuable to community development of a parks and recreation system. These relationships can contribute to the development of parks, operation of athletic facilities, development and implementation of community programming and events, and natural resource management. Partnerships will continue to be important in Otsego for both facilities and programming. Organizations with partner funding can also provide assistance with design, outreach and maintenance. Partnerships and relationships with private businesses can also result in easements and use agreements for trails across private land.

## Donations

Private donations are another potential funding source. These may be financial donations from individuals or area corporations, or donations of labor from recreation clubs or use agreements. Programs such as “adopt-a-trail” or “adopt-a-park” by an organization, business, or individuals have been used in many communities to help with maintenance tasks and raise awareness.

## State Aid Funds

State aid funds are available for pedestrian and bicycle improvements on state aid streets. This funding source is particularly useful at the time of street construction or reconstruction.

## Dedicated Tax Levy

A city can hold a referendum for a dedicated tax levy with proceeds directed specifically for parks and recreation. This levy can be used for capital projects as well as operations and maintenance. The proceeds may be in place of general funds or be supplemented by general funds. The advantage of a dedicated tax levy is that parks and recreation receives a more stable source of funding

and does not have to compete with other city priorities for funding on an annual basis.

## Bonding

General Obligation Bonds and Revenue Bonds provide another source of implementation funding for new public facilities, as well as repairs and/or upgrades to existing facilities.

## General Park Bond Issue

Residents can decide to raise revenue through a permanent or temporary tax increase dedicated for specific purposes such as park, trail, and bikeway improvements and maintenance. These funds are usually provided through bonds approved as part of a voter referendum.

## Utility/Franchise Fees

Franchise fees are included on the monthly bill that customers receive from a utility, such as natural gas, electricity or cable. The fee can be a flat amount each month or a percentage of the monthly bill. A franchise fee can be implemented with an ordinance, which must be approved by the City Council. About 4% of communities that participated in HKGi’s 2015 Park Finance and Dedication Survey use utility fees as a source of financing related to parks.

## School Districts

Open communication between the City and the school districts are important for continued collaboration. Communication should occur on at least an annual basis about planned projects and additional opportunities to jointly manage public facilities and provide programming.

# General Capital, Operations, and Maintenance Costs

The following table is a tool the City can use to initially evaluate and budget for new improvements. Equally important to the initial capital costs for a project are ongoing operations and maintenance costs. Adequately budgeting operations and maintenance ensures that facilities fulfill life expectancy and that parks remain safe and welcoming. All costs are planning level costs in 2018 dollars and do not necessarily reflect additional costs, such as engineering, design, construction administration, and staff time. These costs were estimated based on contractor bids for public park and trail projects in the Twin Cities metro area.

Table 11. General Capital, Operations, and Maintenance Costs

Park Element	Capital Cost	Annual O&M Cost	Estimated Life (Years)	Notes & Assumptions
<b>New Park Development</b>				
Neighborhood Park	\$90,000/Acre	\$550/Acre	25-50	
<b>General Grounds &amp; Landscaping</b>				
Mowed Turf Grass (Irrigated)	\$60,000/Acre New Sod \$34,000/Acre New Seed	\$1,000/Acre	15-30	Includes mowing, trimming, fertilizing, weed control, aerating & overseeding.
Mowed Turf Grass (Non Irrigated)	\$30,000/Acre New Sod \$2,000/Acre New Seed	\$800/Acre	15-30	Does not assume hydroseed. Includes mowing, trimming, fertilizing, weed control, aerating & overseeding.
Irrigation	\$25,000/Acre	\$1,300/Acre	25	
Contractual Landscape Maintenance	\$6.50 Sq. Ft. (\$282,600/Acre)	\$.25 Sq. Ft. (\$9,250/Acre)	20	
Prairie Restoration	\$5,000/Acre	\$300/Acre		
Naturalized Shoreline	\$100/LF	\$400/Acre		
Rain Garden	\$10/Sq. Ft.	\$300/Acre		Low end - high end could be up to \$20/Sq Ft
Woodland / Slope Restoration	\$4,000/Acre	\$400/Acre		Assumes restoration of existing wooded area. \$20,000/Acre if new tree planting required
<b>Park Building &amp; Shelters</b>				
Buildings with Restrooms	\$300-\$400/Sq. Ft.	\$11,000/Bldg./Yr.	40	Includes all buildings
Picnic Shelters	\$150-\$200/Sq. Ft.	\$3,800/Bldg./Yr.	40	Includes all shelters
<b>Trails &amp; Surfaces</b>				
Trails (10 Ft. Wide Asphalt)	\$50/LF	\$5,280 Per Mile	30	
Parking Lots (Asphalt)	\$2,500-\$3,000/Stall	\$20-\$25 Per Stall	40	
Sidewalks (Concrete)	\$30/Linear foot			Assumes 6 foot wide sidewalk
Natural Surface Trails	\$30/Linear foot if limestone ADA or \$5/Linear foot if rustic footpath	\$500/Mile	-	

General Capital, Operations, and Maintenance Costs (continued)

Park Element	Capital Cost	Annual O&M Cost	Estimated Life (Years)	Notes & Assumptions
<b>Park Amenities</b>				
Lighting	\$15,000		15	Includes 2-3 pedestrian scale light posts
Pickleball Court	\$25,000	\$400/Court	25	Includes paving, fencing, striping, net
Tennis Courts	\$125,000	\$1,000/Court	25	Assumes 12,500 Sq. Ft. Double Court. Resurfacing includes striping of both tennis and pickleball cost of \$10,000 per court
Basketball Courts - Half	\$15,000/Court	\$600/Court	25	Includes base, paving, hoops, striping
Basketball Courts - Full	\$25,000/Court	\$600/Court	25	Includes base, paving, hoops, striping
Combined Basketball/Tennis Court	\$35,000/Court	\$600/Court	25	Includes base, paving, hoops, striping, nets
Sand Volleyball Court	\$10,000/Court		25	Includes sand and nets
Playground - Small	\$25,000	\$1,000/Site	25	Assumes neighborhood build - includes equipment only
Playground - Medium	\$60,000	\$1,200/Site	25	Assumes neighborhood build - includes equipment only
Playground - Large/premium	\$100,000	\$1,500/Site	25	Assumes neighborhood build - includes equipment only
Nature Play Areas	\$50,000-\$100,000	\$1,000/Site	20	Assumes 1 to 2 signature features and remainder natural materials
Skate Park Equipment	\$40/Sq. Ft.	\$3,000/Site	15	Includes equipment only
Outdoor Hockey Rink	\$80,000-\$100,000	\$9,000/Rink	20	Full size rink with wooden boards
Community Gardens	\$10,000-\$20,000/Acre	\$800 Acre	-	
Off-Leash Dog Park	\$10,000-\$50,000 Acre	\$800 Acre	15-20	
Fishing Pier	\$25,000		20	Includes 100' long wood pier with railings
Dock	\$10,000		20	Includes 40' long metal dock
Swimming Beach	\$15,000		25	Includes grading and sand
Splash Pad	\$600,000	\$5,000	15-20	
Amphitheater	\$800,000		50	Assumes open stage and seating for 200+
Disc Golf Course	\$25,000		25	
Neighborhood Park Amenity Package	\$35,000/park	Included in general park costs	20	Assumes 1-\$25,000 shade structure; 2- \$2,000 benches with concrete pad, 2- \$2,000 bike racks with concrete pad, 2-\$1,000 waste receptacles
Community Park Amenity Package	\$55,000/park	Included in general park costs	20	Assumes 1-\$40,000 shade structure; 4- \$2,000 benches with concrete pad, 2- \$2,000 bike racks with concrete pad, 3-\$1,000 waste receptacles

General Capital, Operations, and Maintenance Costs (continued)

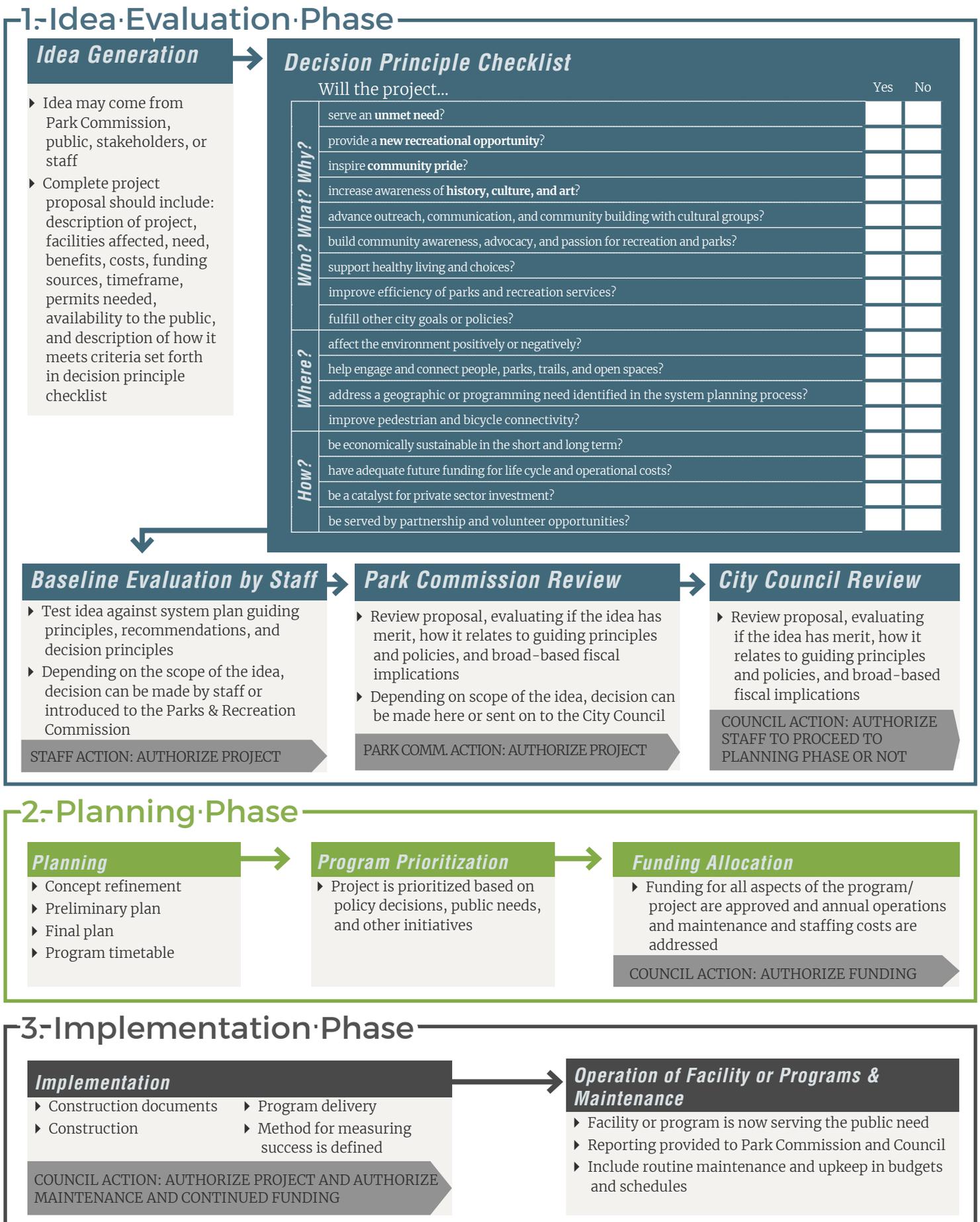
Park Element	Capital Cost	Annual O&M Cost	Estimated Life (Years)	Notes & Assumptions
<b>Athletic Fields</b>				
Field Lighting	\$225,000/field	\$500/field	30	
Fencing	\$40/Linear foot		20	8 ft black vinyl chainlink fence
Diamond Field - Low maintenance	\$1,500/acre new seed; \$25,000/acre new sod	\$800/Acre	25	Includes play surface & striping; non-irrigated, practice field
Diamond Field - Average maintenance	\$1,500/acre new seed; \$25,000/acre new sod	\$2,300/Field	20	Includes play surface & striping; non-irrigated
Diamond Field - High maintenance	\$27,000/acre new seed and aglime; \$50,000/acre new sod	\$4,200/Field	15	Includes play surface & striping; irrigated
Irrigation System	\$50,000/field	\$500/field	15	
Rectangular Field - Practice field, low maintenance	\$15,000		25	Includes grass surface, striping
Rectangular Field - Youth size, average maintenance	\$25,000 - \$65,000	\$800 - \$4,200/Field	15	Includes grading, grass surface, striping; cost range based on sod/seed, and irrigated/non-irrigated field
Rectangular Field - Youth size, high maintenance	\$60,000		10	Includes grading, grass surface, irrigation updates
Rectangular Field - Adult size, average maintenance	\$2,250/field new seed; \$37,500/field new sod	\$2,000/Field	10	Includes grass surface
Rectangular Field - Adult size, high maintenance	\$30,000/acre new seed; \$65,000/acre new sod	\$4,200/Field	10	Includes grading, grass surface; irrigated
* Costs are for turf/field/irrigation only, no additional amenities				
Note: All costs are planning level estimates in 2018 dollars and do not include costs for engineering, design, and staff facilitation time.				

# Project Review Process

One of the most challenging things for a parks and recreation department is knowing when to say “yes” to a potential project and when to say “no.” The project review process outlined in Figure 14 provides a sample outline for a systematic review of new requests. This type of review ensures that new projects that are in-line with system-wide goals can be adequately funded, staffed, and maintained prior to implementation.

To ensure the project review process is as efficient as possible, a project proposal worksheet (Figure 15) has been developed. This worksheet should be filled out by the organization, association, or individual who is approaching the City with a project idea. Completed worksheets will allow the City to review and, if approved, begin implementing the new project more efficiently.

Figure 14. Decision Principle Checklist



# MAKE YOUR OWN PROJECT PROPOSAL

(Complete this worksheet and submit it to the Otsego Parks and Recreation Department.)

## Write your idea here!

Please fill out the following questions to the best of your ability, and feel free to attach any additional information if needed

What is it?

Who does it?

Where would you do it?

Please check all that apply and include a brief description of how each applicable question is addressed

Will the project...

WHO? WHAT? WHY?	<input type="checkbox"/>	serve an unmet need?	
	<input type="checkbox"/>	provide a new recreational opportunity?	
	<input type="checkbox"/>	inspire community pride?	
	<input type="checkbox"/>	increase awareness of history, culture, and art?	
	<input type="checkbox"/>	advance outreach, communication, and community building with cultural groups?	
	<input type="checkbox"/>	build community awareness, advocacy, and passion for recreation and parks?	
	<input type="checkbox"/>	support healthy living and choices?	
	<input type="checkbox"/>	improve efficiency of parks and recreation services?	
	<input type="checkbox"/>	fulfill other city goals or policies?	
WHERE?	<input type="checkbox"/>	affect the environment positively or negatively?	
	<input type="checkbox"/>	help engage and connect people, parks, trails, and open spaces?	
	<input type="checkbox"/>	address a geographic or programming need identified in the system planning process?	
HOW?	<input type="checkbox"/>	improve pedestrian and bicycle connectivity?	
	<input type="checkbox"/>	be economically sustainable in the short and long term?	
	<input type="checkbox"/>	have adequate future funding for life cycle and operational costs?	
	<input type="checkbox"/>	be a catalyst for private sector investment?	
	<input type="checkbox"/>	be served by partnership and volunteer opportunities?	

# ADDITIONAL INFORMATION

## Proposer's Name/Organization

## Goal/Motivation

What is the primary reason for proposing this idea? What do you hope to achieve?

## Objectives

What are the tangible/measurable outcomes you'd like to see in the short term (next 6 months)?

## Action Steps

What needs to happen for your idea to become a reality? Who do you think would be responsible? Set a deadline!

Action	Responsibility	Deadline

## List Additional Resources & Considerations for the Project