



MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

NATURAL RESOURCES DEPARTMENT Parks and Recreation Division

An Inventory of Its Subject Files

OVERVIEW OF THE RECORDS

- Agency:** Minnesota. Division of Parks and Recreation.
- Series Title:** Subject files.
- Dates:** 1933-1997 (bulk 1950-1990).
- Abstract:** Correspondence, reports, studies, legal and financial materials, minutes, maps, photographs, and related materials documenting the organization and operation of the division.
- Quantity:** 5.4 cu. ft. (6 boxes).
- Location:** See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

There are also files detailing special activities and programs undertaken by the division, including a National Park Service park managers training program (1964-1965), Great Lakes Shoreline Recreation Area Survey (1957-1964), land exchange with the U.S. Forest Service (1961-1963), a Nature Information Program, in conjunction with the University of Minnesota and Minnesota Museum of Natural History (1947-1963), several proposed recreational and land use demonstration projects (1935), transfer of select properties to individual cities and counties (1957-1975), a heritage booklet series (1976-1982), and cooperation in establishment of Voyageurs National Park (1959-1967); and the division's relationship with the American Forestry Association, Fort Snelling State Park Association, Historic Sites and Markers Commission, Legislative Advisory Committee, Legislative Building Commission, Legislative Research Commission, Minnesota Outdoor Recreation Resources Commission, Minnesota Statehood Centennial Commission, State Claims Commission, Legislative Commission on Minnesota Resources, and Minnesota Historical Society.

The files include divisional records, such as accident reports, park superintendent classification materials, camp ticket fees, contracts and easements, construction costs, land acquisition records, park manager annual reports, organization charts, biennial budget data, and rules and regulations, and relating to the County Park Bill, recreational land use, Small Boat Act, state aid parkways, state park finance fund, state trust fund lands, earth sheltered housing, state parks history, and youth conservation work camps.

Forms part of the records of the Minnesota Department of Natural Resources.

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:

Boats and boating--Law and legislation--Minnesota.
Campsites, facilities, etc.--Fees--Minnesota.
Civil service positions--Minnesota--Classification.
Conservation of natural resources--Study and teaching--Minnesota.
Earth sheltered houses--Minnesota.
Government aid--Minnesota.
Land titles--Registration and transfer--Minnesota.
Parks--Accidents--Minnesota.
Parks--Law and legislation--Minnesota.
Parks--Management--Minnesota.
Parks—Minnesota--History.
Parks--Planning--Minnesota.
Parks--Public use--Minnesota.
Parkways--Minnesota.
Public lands--Minnesota.
Recreation areas--Minnesota.
State-local relations--Minnesota.
Trust fund lands--Minnesota.
Work camps--Minnesota.

Places:

Voyageurs National Park (Minn.).

Organizations:

American Forestry Association.
Fort Snelling State Park Association (Minn.).
Minnesota Historic Sites and Markers Commission.
Minnesota Historical Society.
Minnesota Museum of Natural History.
Minnesota Statehood Centennial Commission.
Minnesota. Dept. of Conservation.

Minnesota. Dept. of Natural Resources.
Minnesota. Division of Parks and Recreation--Positions.
Minnesota. Legislative Advisory Committee.
Minnesota. Legislative Research Commission.
Minnesota. Legislature. Legislative Building Commission.
Minnesota. Legislature. Legislative Commission on Minnesota Resources.
Minnesota. Legislature. Minnesota Outdoor Recreation Resources Commission.
Minnesota. Legislature. State Claims Commission.
United States. Forest Service.
United States. National Park Service.
University of Minnesota.

Titles:

Great Lakes shoreline recreation area survey.

ADMINISTRATIVE INFORMATION

Preferred Citation:

[Indicate the cited volume and page or item and folder title here]. Minnesota. Division of Parks and Recreation. Subject Files. Minnesota Historical Society. State Archives.
See the Chicago Manual of Style for additional examples.

Accession Information:

Accession number(s): 977-23; 2006-26

Processing Information:

Processed by: Processing Staff; Rich Arpi, November 2005
Catalog ID No.: 1735816
RLIN ID No.: MNHV91-A349

DETAILED DESCRIPTION OF THE COLLECTION

Note to Researchers: To request materials, please note both the location and box numbers shown below.

Location	Box	
111.F.20.8F	1	<p>Alphabetical series I, 1934-1988 (bulk 1950-1970):</p> <p>Accident reports in state parks, 1956-1970. 4 folders. Chronological; interfiled individual accident reports from all of the parks.</p> <p>American Forestry Association, 1958-1960. Relating to a Hill Family Foundation grant to study wild lands (1958-1960) and a Minnesota Recreation Survey (1959).</p> <p>Antiquities Act, 1959, 1962, 1970. Concerns a 1906 act pertaining to the no cost sale of federal surplus property of historical significance to the states and proposed new legislation.</p> <p>Camp tickets--Comparative study, 1951-1955. 1 volume. Includes both full tabulations for each year, 1951-1954, and a comparison of 1952-1955.</p> <p>Classification of State Park Superintendents, 1952-1955. Correspondence and statistical data concerning a civil service point rating system used to determine each park superintendent's class level.</p> <p>Construction costs in state parks--Ledger entries, 1959-1971. Arranged first alphabetically by park; then chronologically. Details all construction done in each park and its cost.</p> <p>Contracts, easements, etc., 1945, 1949, 1952-1965. Telephone, sewer line, and right of way permits, and land leases for work in various state parks.</p> <p>County Park Bill, 1957-1961. Correspondence and legislation concerning a law to allow counties to purchase, lease, be gifted of, or condemn land for public parks.</p> <p>Development and Operations, Report on, Minnesota State Parks, August 26, 1946. 1 volume in folder. Report from Harold W. Lathrop, Director, Division of State Parks, upon his retirement, to his successor, L. E. Fiero.</p>

Location	Box	
111.F.20.8F	1	<p>Fort Snelling Park Managers Training Program, 1964-1965. Program run by the National Park Service at Fort Snelling, January 7 - April 15, 1965, to train park managers for state park service. Includes agreement, training schedule, and reports on the progress of the program.</p> <p>Fort Snelling State Park Association, 1961-1965. Minutes, correspondence, meeting notices, officer lists, reports, and related materials documenting the association's work to raise money for land acquisition following a 1961 legislative appropriation that was too small to acquire all the land needed for the park.</p> <p>Great Lakes Shoreline Recreation Area Survey, 1957-1964. A National Park Service survey, privately funded and done in conjunction with the states, completed in 1958. Documents Minnesota's role in, and later use of, the survey.</p> <p>Historic Sites and Markers Commission, 1941-1964. Includes bylaws, scattered minutes, correspondence, and background materials.</p> <p>Inter Agency Recreation Council, 1950-1960, 1967. Representatives from the conservation, public institutions, highway, health, and social welfare departments and the Youth Conservation Commission; organized to correlate activities in the field of recreation. The council was the result of a Governor's Advisory Committee on Recreation recommendation.</p> <p>Land acquisition--Management committees, 1955-1969. Scattered minutes and correspondence from several committees concerned with state park land acquisition.</p> <p>Land exchange--State of Minnesota and U. S. Forest Service, 1961-1963. Notices of public hearings, hearing reports, lists of attendees, and correspondence relating to land within and adjacent to the Superior and Chippewa national forests.</p> <p>Land use program as related to recreation, 1958-1960, 1965. Includes materials relating to the 1959 amending of the Recreation Act of 1926 and to the departments recreation land use program (1960).</p>

Location	Box	
111.F.20.8F	1	<p>Lathrop, Harold W., Director, Minnesota State Parks: Miscellaneous reports, undated, 1934, 1939.</p> <p>Reports on state park management organization, history in the state parks, proposed development in the state parks (1934), and the bearing of the state's Indian reservations on public recreation (1939).</p>
111F.20.9B	2	<p>Legislative Advisory Committee, 1951-1970. 2 folders.</p> <p>Mainly concerns requests for state park appropriations, including emergency repairs at Itasca, forest tent caterpillar relief, water systems in several parks, storm damage, land purchases, and development projects. Includes correspondence and maps.</p> <p>Legislative Building Commission, 1959-1972. 7 folders.</p> <p>Concerns appropriations for state parks, including correspondence, clippings, and reports for the commissions 1968-1972 annual state parks' inspection tours.</p> <p>Legislative Interim Commission on Conservation Laws, 1958-1959.</p> <p>Correspondence, statistical data on state park camping fees supplied to the commission, and a copy of the commission's report recommending an increase in fees.</p> <p>Legislative Research Commission, 1953-1956, 1962.</p> <p>Mainly information on various aspects of the state parks supplied upon request of the commission.</p> <p>Minnesota Outdoor Recreation Resources Commission [MORRC], 1959-1967, 1974.</p> <p>Correspondence, progress reports, statistic sheets, and other materials requested by and supplied to the commission.</p> <p>Topics covered include land acquisition, development of new and existing parks, and the Omnibus National Resources and Recreation Act of 1963.</p> <p>Minnesota Statehood Centennial Commission, 1956-1958.</p> <p>Covers proposed memorials and events in several of the state parks.</p> <p>Nature Information Project in Minnesota State Parks, 1947-1963. 1 folder and 1 volume.</p> <p>Documents a summer program, begun in Itasca and run in conjunction with the University of Minnesota and the Minnesota Museum of Natural History, employing a naturalist in the parks to provide activities for visitors. Includes the 1947 proposal, correspondence, activity sheets used in the program, attendance figures, and reports.</p>

Location	Box	
111.F.20.10F	3	<p>Nature Information Project in Minnesota State Parks, 1947-1963. 1 volume.</p> <p>Organization charts, 1954-1956, 1958, 1962, 1988. For the Division of State Parks.</p> <p>Park managers: Annual reports, 1963-1966. Compiled reports for the years 1963, 1964, and 1965; they include organizational data, surveys, and reports on activities and management in each of the parks. There is also one for Itasca covering 1946-1964.</p> <p>Parks for America, 1959-1963. Minutes, correspondence, and related materials documenting this program to encourage acquisition and re-establishment of parks at all levels of government.</p> <p>Proposed demonstration projects, 1935. 3 volumes. Reports, including maps and photographs, documenting the Proposed Central Minnesota Recreational Demonstration Project (March 1935), Proposed Nerstrand Woods Recreational Demonstration Project (August 1935), and Proposed Northeastern Minnesota Land Use Demonstration Project (1935).</p> <p>Publicity Committee: Dept. of Conservation, 1956. Meeting notices and minutes of two meetings.</p> <p>Schmechel [John] Memorial, Redwood Falls, 1961-1962. Correspondence, clippings, and landscape plot plan documenting a memorial grove of trees planted by Ramsey State Park employees, dedicated to Schmechel, park superintendent from 1945-1952 and employee since 1911.</p> <p>Small Boat Act, 1956-1960. Concerns federal regulation requiring running lights on all park boats.</p> <p>State Aid Parkways, 1939-1964. Legislation, resolutions, and correspondence concerning the designation of highways, mainly in the state parks, as State Aid Parkways.</p> <p>State Claims Commission, 1958, 1961-1972. Correspondence concerning claims relating to state park incidents.</p>

Location	Box	
111.F.20.10F	3	<p>State forests: Lists of superintendents, undated.</p> <p>State Park Finance Fund: Certificates of indebtedness, 1955-1966. Concerns certificates of indebtedness issued and sold through the State Board of Investment; the proceeds used for state park improvements.</p> <p>State parks: Biennial budget data, 1943-1947, 1964-1965. Transmittal and certification estimates.</p> <p>State parks: Rules and regulations, 1952, 1955, 1961. Various versions and revisions.</p> <p>State trust fund lands, 1964-1969. Mainly correspondence stating the division has no objection to the sale of lands as listed by the Division of Lands and Forestry.</p> <p>Task Force on Conservation, 1955-1956. Includes a Minnesota Self-Survey form, conducted as to the instruction of Governor Orville L. Freeman, and filled out for the entire Conservation Department.</p> <p>Transferred properties, 1957-1975. 6 folders. Documents covering the transfer of the Alexander Ramsey State Park to the City of Redwood Falls (1957), Pine Tree State Park to Beltrami County (1966-1975), Pomme de Terre State Park to the City of Morris (1966-1967), Sleepy Eye State Park to the city of Sleepy Eye (1967-1968), and Toqua Lakes State Park to Big Stone County (1967, 1974), and lease of the Watson State Scenic Wayside to the City of Watson and Watson Lions Club (1959-1960, 1964).</p> <p>Uniform Interstate Policy Committee, 1958-1963, 1966. Minutes, correspondence, and related materials documenting this committee of professional members of the National Conference on State Parks from the states of Michigan, Wisconsin, and Minnesota.</p> <p>Voyageurs National Park, 1959-1967. 3 folders. Correspondence relating to the department's cooperation in establishment of the park, including an economic study of the area (1964) and land exchange (1966).</p> <p>Youth conservation work camps, 1954, 1959. Correspondence and background materials relating to the proposed camps.</p>

Location	Box	
133.B.19.15B	4	Alphabetical series II, 1933-1997 (bulk 1970-1990): Administrative staff meetings, 1992-1993. AFSCME-MAPE contract negotiations, 1980-1984. Annual spending plans, 1971-1973. Arrest summaries, 1984-1985. Attendance statistics, 1954-1983. 2 folders. Budgets, 1972-1991. 7 folders. Program budget, 1972-1973. Six year capital improvement budget proposals, 1979. 3 folders. Budgets, 1980-1983. Budget Crisis, Executive Order No. 81-2, 1980-1981. Capital program budget, 1989-1991. Canoe rentals, 1989. Centennial Conference, December 4, 1990. Complaints, 1988. Continued education photographs, September-October 1991. Classification of Recreational State Parks, ORA 75, 1982. Creating Satisfied Citizens/Customers workshop, 1988. Directors of the state parks, names and addresses, January 1, 1986. Earth sheltered housing, 1977-1982. 6 folders. General information file, 1977-1982. Camden State Park, 1978-1981. Maplewood State Park, 1978. Whitewater State Park, 1978-1980. Wild River State Park, 1978-1980. Edge of the Wilderness workshop, 1987. Employee housing and rents, 1955, 1970. Environmental Programming and Planning Language, 1995. Expenditures and receipts, 1959-1961. Listed by park. Explore Minnesota, Coca-Cola promotion, 1983-1985. Field operations specialist, 1983. Full time equivalents and salary cap, 1989. Geographic Information Systems [GIS], 1990-1997. 2 folders. Hazardous Tree Seminar, November 1, 1988. Heritage series booklets, 1976-1982. 4 folders. Tower Soudan: The State Park Down Under, 1976. Whitewater: The Valley of Promise, 1977. State Parks of the North Shore, 1979. State Parks of the St. Croix Valley, 1982.

Location	Box	
133.B.19.15B	4	History, 1933-1981. 5 folders. Minnesota State Parks: Articles by Milt Krona, [undated]. Minnesota's Park Story, December 5, 1969. By U. W. Hella. The Minnesota State Parks System in the 1970s, February 1979. By John Helland.
133.B.19.16F	5	Notes, [undated]. History of fees and charges, 1933-1981. Housing policy, 1982-1988. Job openings, 1985-1986. Law enforcement, firearms, handcuffs, etc., 1982-1989. Legislative Commission on Minnesota Resources [LCMR]: Project 101 report, 1979-1981. Legislative Commission on Minnesota Resources [LCMR]: Work program, 1986-1987. Maintenance standards, 1986. Managers seminar, May 1984. Master plan, 1976. Meetings, 1986-1987. Merger of Parks and Trails, 1985-1986. Methods and Operations Policy Task Force [M&O], 1981. Minimum operating standards, 1988. Minnesota Future Resources Commission, January 1989. Minnesota Historical Society, 1976-1987. 3 folders. General file, 1976-1987. Historic sites survey photograph record, March-May 1978. State-wide historical interpretation programs, 1976. Minnesota Legislature, state park bills and resolutions, 1990. Minnesota Pollution Control Agency, 1984-1989. <i>Minnesota Volunteer</i> articles, 1972-1981. Natural Resource Specialist 7-Management Park Staff Specialist [Wisconsin], July 17, 1986. Naturalists positions, 1984-1987. News releases, 1984-1986. North Shore labor pool, 1983-1984. The NR Park Supervisor Series: A Class Clarification, June 1989. Outdoor Recreation Act [ORA], 1975. Out of state travel, 1977-1987. Park classification, 1977-1983. Park Enforcement Manual, August 1979. Park Manager Conference, 1973-1974.

Location	Box	
133.B.19.16F	5	<p>Park Manager Workshop, 1976. Park manager history, 1990. 2 folders. Park planning, 1977-1987. Park policies, 1975-1982. Park specialists, 1981. Part-time positions converted to full-time, 1989-1990. Personnel rosters, 1976-1991. Photographs, [undated]. Planners Conference, May 23, 1986. Planners Task Force, 1986-1987. Professional services, 1984-1985. Project 80: Report by U. W. Hella, February 17, 1972. Project 80: General file, 1970-1976. Public Use of State Parks and Other Recreational Areas, Proposed Rules Revision, November 28, 1988. Draft.</p> <p>Public Relations Communications Training Workshop, April 1980. Regional Resource Specialist, position description, 1984-1990. Reservations, 1983-1987. Reserve Mining Company-DNR hearing presentation maps, January 22, 1976. Rules and regulations, miscellaneous, 1967-1985.</p>
133.B.20.1B	6	<p>Service award pins, 1962-1974. Sexual Harassment Workshop, 1989. Share time program, 1984-1986. Signs, [undated]. St. Louis County land sale, 1975. St. Paul office restructuring, 1977. State Park recreation plan, 1970. 3 folders. Step Project Review, Marketing State Parks, 1985. A Survey of Minnesotans on Their Attitudes, Perceptions and Use of Minnesota State Parks, December 1988. Temporary worker positions, 1980-1981. Training Conference, November 1989. Upper St. Croix Development Coordinator, 1976-1978. Users survey, 1974. Violation reports, 1987. <i>[0.4 cu. ft. full, letter]</i></p>