

## CARVER COUNTY PARKS

11360 Highway 212 West, Suite #2 Cologne, MN 55322 Phone (952) 466-5250 Fax (952) 466-5223 www.co.carver.mn.us/parks Division of Public Works

11360 Hwy. 212 West, Suite #1 Cologne, MN 55322 Phone (952) 466-5200 Fax (952) 466-5223

# **Park Commission Meeting**

## Wednesday, October 12, 2016

### 6:30pm

Public Works Headquarters Building
Meeting Room 1
11360 Hwy 212
Cologne, MN 55322

## **Regular Meeting Agenda**

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the September 21, 2016 Regular Meeting Minutes (6:32 p.m.)
- 3) Additions or Deletions to the Agenda (6:33 p.m.)
- 4) Approval of Agenda (6:34 p.m.)
- 5) Commissioner Liaison Report (6:35 p.m.)
- 6) Open to the Public (6:36 p.m.)
- 7) New Business (6:40)
  - a. Lake Waconia Regional Park Trail Improvement Request
- 8) Discussion
  - a. Long Term Financial Plan (Presentation)
- 9) Staff Reports (7:45 p.m.)
  - a. Park Operations and Recreation Services Update
  - b. MN River Bluffs Regional Trail
  - c. Lake Minnewashta Zebra Mussel Treatment
  - d. Parks and Trails Fund Application Update
  - e. Baylor Park Deck Area
  - f. ParkSide Church Request for Utility Easement
  - g. Veteran's Memorial Update
- 10) Commission Member Reports (8:15p.m.)
- 11) Set Next Tour/Meeting Date (8:20p.m.) Proposed Date November 9, 2016
- 12) Adjourn Meeting (8:25 p.m.)

Please note if a Commission Member cannot attend the meeting, please call the Park Office at 466 – 5250.

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# <u>Draft</u> Meeting Minutes

**September 21, 2016** 

**Members Present:** 

Carroll Aasen, Jim Boettcher, Jim Manders, Gerald Bruner, Curt Kobilarcsik, Ron Trick,

Mark Lagergren and Commissioner Tim Lynch

**Staff Present:** 

Marty Walsh, Connie Keller, Sam Pertz

**Call to Order:** 

Manders, called the meeting to order at (6:29p.m.)

**Approval of Minutes:** 

(6:29p.m.)

Aasen motioned to approve the minutes of the August 10, 2016 regular meeting

minutes Trick seconded the motion.

Motion passed 7 to 0

Additions/Deletions to the Agenda: (6:29 p.m.)

None

**Approval of Agenda:** 

(6:30 p.m.)

Trick motioned to approve meeting agenda

Boettcher seconded the motion.

Motion passed 7 to 0.

**Commissioner Liaison Report:** 

(6:31p.m.)

Lynch commented that he was at the Nickel Dickel days in Waconia and was asked when we are going to start on the improvements at Lake Waconia Regional Park, also stated that had some complaints from people that use the Dakota Rail Trail on speed of some of the bikers on the trail. Stated that we will have to look at options to try and slow bikers down.

**Open to the Public:** 

(6:32 p.m.)

None Present

**Old Business** 

(6:34.m.)

### A. Lake Waconia Regional Park Master Plan Update

Staff stated that the Lake Waconia Master plan has going through the public process, comments have been taken into consideration and have been implemented in to the final design for the park.

Staff along with consultant Ms. Amberg reviewed the master plan with the Park Commission members. Items reviewed were the preferred master plan maps, items pointed out were minor changes to master plan. Some of those items are expanding beach area, shelter on scenic overlook, trail alignment and lake front walk area. The parking lot was revised with additional parking added. Slight change to the clustering of buildings, the ballroom is still included in the plan.

### **Ouestions or Comments:**

Lynch asked about the parking area and the road for entrance to the church property; Ms. Amberg and staff explained the entrance area but it will be more defined when designing work starts. Also stated, staff and consultant will work with DNR at the time of design.

Boettcher asked if you have to have a permit to enter the park and location of the gatehouse; Discussion was had on the location of the gatehouse and best area for that will become clearer once design begins.

Kobilarcsik asked for some clarification on the building locations; also asked about funding for building improvements for the Event Center and wondering if building a new building or fixing the exiting building was looked at. Staff stated that the current use of the building is not eligible for funding, if we changed the way we use the building it could be eligible for regional funding. Staff stated that the building is aging and really not sure on the best way to go forward with this building. Staff shared how often the building is used over the course of a year and do we need more events to sustain the building.

Staff stated that the Phase I Plan did have money allocated to the improvements of the Event Center but we need to analyze to make sure that this is a good investment or would it be better allocated these funds to a new building which would be a long term goal.

Discussion was had on other local event centers.

Manders asked about the parking; Staff stated that the parking is for about 350 parking stalls at this time; Ms. Amberg stated that they didn't want to overdue the parking and make the park a giant parking lot. For larger events some of the lawn spaces could be used for those events. Discussion was had on other parking areas in park for large events and what events those would be.

No other questions or comments

### Coney Island

Staff stated that the Coney Island plan was pretty much as initially proposed, staff shared a map of the island and pointed out were there would be a boat/barrage access for maintenance items. Slight change to plan which added a dock facility at the front of island were original access was.

### **Questions or Comments:**

Lynch asked about if the trails will be accessible for motorized vehicles for maintenance on the island; Staff said that the wider trail will be 8 to 10 feet wide; some trails will only be foot trails and will be narrow.

Trick asked if there was a septic system designed for the island; Staff stated that there is no design for septic system. Staff stated that we will probably go with vault latrines on the island, but not sure if we will have enough dollars in the phase one development to be able to include those. We will have a lot of cost just cleaning up the island.

Lynch asked how we would service these vault latrines; Staff said that they can service them by floating a truck out to the island on a barge, so we would want to make sure that we position the latrines in an area that is accessible. Discussion was had on septic services.

Manders asked about the docks for the island and wanted to know if we are going to have a number of slips; Staff stated that at this time we have not determined how many we will have, the map just shows that we potentially might have docking there and some of those on map are fishing piers.

Discussion was had on the removal of fishing piers and the process of that.

Staff shared the Phase I Development map for Coney Island.

Manders asked about the funds that came along with acquisition of the island and was wondering if the funds were allocated to clean up of the island or for the Phase I Development of the island; Staff stated that the donation from Hoffman was made for historical preservation and interpretation, wildlife observation, and recreational items like camping, picnicking, trails and cleanup. Staff also stated that the initial cleanup cost could cost up to a quarter million, but we don't know until we go out for bids.

Discussion was had on the cleanup process and timeline and the items that we need to address before cleanup can begin. Because the island being on the historic registry we need to hire an archeologist to do some investigation

work on the island, the report that they do will get reviewed by the State Historic Preservation Office, if they say that it is fine then we can move forward or they may want us to do more work.

Lengthy discussion was had on the process the archeologist would go through and what that process might look like on the island.

Aasen asked if all the cisterns have been located on the island; Staff stated that probable have not located all of them.

### • <u>Utility Placement for Lake Waconia Regional Park</u>

Staff shared map with the Park Commission the two alternatives for proposed utility locations into the park, staff explained the location of these utilities coming from the east or coming from the west. Staff also stated that every ten years they replace those pipes so in future maybe we can move those outside the park. Metropolitan Council might come back once they see these plans and state that they don't like them and want us to redo the plans.

Staff stated that one of the Utility plans, a connection from the west, would be more immediate and the other would be as the area east of the park developed.

Discussion was had on the utilities and locations in the park and cost of one over the other and timeline.

Staff stated that it is proposed that the master plan would go to the County Board on October 4<sup>th</sup> with the Park Commission recommendation. Upon the Board's approval of the master plan, it would then move on to Metropolitan Council for them to review in November, and hopefully by December we would have an approved master plan if they don't come back to us with changes.

Staff also stated that the master plan does indicate that undeveloped property south of the park and north of park are opportunities if they present themselves for the park to expand in the future.

Aasen made a motion to accept the final draft for Lake Waconia Regional Park Master Plan and move on to the County Board
Lagergren Second the Motion
All in favor
Motion passes 7 to 0

### <u>Discussion</u> (7:26p.m.)

### A. 2040 Comprehensive Plan Parks, Trails and Open Space

Staff shared a power point on the parks portion of the comprehensive plan for the county with Park Commission. Staff shared the requirements and outlined the 2030 comprehensive plan.

Staff also shared information pertaining to the 2040 comprehensive plans stating that it would most likely just be a general update, we would revise things that have changed in the last 10 years and items that should be updated and/or changed in that plan. Staff shared some of the items they would like to update, like park classifications, park descriptions, and update bikes map.

Staff also shared other topics that could be address like access fees, direction of operations with recreation services, future facilities and our future needs, equitable services, demand for space for large events, water access, water trails and bike paths.

Staff stated a process is needed for public engagement. Staff is recommending updates to the 2040 plan instead of starting over.

Staff showed a map of the existing regional parks, regional park search areas and existing state and federal lands and local trails corridors, destination regional trail corridors and linking regional trail corridors.

Staff stated the next steps will be selecting a consultant to review the comprehensive plan work. Staff stated they will be looking to the Park Commission for any suggestions on the public engagement process. Staff stated that the plan is on the county website if the Park Commission would like to review.

### **Questions or Comments:**

Manders asked about what water trails are; Staff stated that it is trails on the rivers/waterways.

Boettcher asked about the timeline for this; Staff stated that we should be well on our way by summer 2017 and by December 2017 have a plan in place, to move on to the Metropolitan Council.

No other questions or comments

### **Staff Reports:**

(7:41 p.m.)

### A. Events and Recreation Programs

Staff shared that summer is complete, recreation services are finishing up for the summer. Staff stated that they will be working with School District112 during the Ryder Cup offering recreation services.

The Chili cook off will be taking place at Baylor Regional Park on October 8<sup>th</sup> which is also being paired with the Fall Astronomy Day, we will have hayrides and other fun things happen. Staff stated if Park Commission members would like to help out to let them know.

Staff shared that they will be working with the City of Chaska Park and Rec on a Halloween trail hayride on October 14th to showcase the new MN River Bluffs Regional Trail between Chaska and Carver.

There are private bookings for recreation programs this fall. Staff stated they will share later this year a final report on recreation services.

No other questions of comments

### B. MN Rivers Bluffs Regional Trail

Staff stated that we are wrapping the project up and have a punch list which is down to a handful of items that need to be addressed. Staff shared pictures of the kiosk area and stated that the panels are being worked on. We hope to get those installed soon.

Staff stated that the 2017 MN River Bluffs project is moving forward with the paving of trial from Bluff Creek Drive to the trail that is by Gedney Pickle factory.

No other questions or comments

### C. Planning Work for the Dakota Rail Regional Trail

Staff shared a conceptual drawing of the trail head at County Rd 10, staff stated that they have meet with SRF and will move forward with construction documents. Area will consist of ten or so parking stalls and kiosk.

Staff also shared pictures of the erosion that is taking place on the bank alongside the Dakota Rail Trail by North Shore Drive. SRF is also helping with options with dealing with this area.

Discussion was had on the area and why are people using this area.

### **Questions or Comments:**

Lynch stated that the Waconia Township has authorized that we could post no parking signs and that the county can now inforce it.

No other comments or questions

### D. Lake Waconia Regional Park, Power Line Relocation

Staff shared that the first phase of relocation of power lines will take place starting in November, poles will be relocated on the west side of County Road 92. Discussion was had on area that poles will be placed.

### E. Lake Minnewashta Zebra Mussel Treatment

Staff shared information on the zebra mussels found at the Lake Minnewashta boat access landing in late August which closed the boat access, staff explained the area affected. DNR reviewed the treatment plan and treatment started on September 13<sup>th</sup> we are hoping that the access will be opening by end of September.

Staff stated that treatment seems to be going well there has been some fish kill but very few game fish; they did open a small area to let some of the fish out of the area.

Water Management has been the point people on this process.

Discussion was had on the zebra mussel process and the chemicals being used and the impacts on other plants in the water, inspection process and the front gate opening and closing times.

### **Questions or Comments:**

Lynch asked about the number of mussels were found initially; Staff stated that approximately 14

No other questions or comments

### F. Parks and Trails Fund Application Update

Staff shared with the Park Commission a power point presentation on parks and trails funding that staff will be presenting to County Board. Staff presented on the background on the Legacy Funds and shared that to amend a change to the grant it would have to go to legislature in order to do that. Starting in 2017 Met Council is planning on submitting a legislative request allowing the council to amend grants without going to legislation; staff stated that there is no guarantees that the language will be approved but it would be a more efficient process.

Proposed grants for 2017 & 2018 grant solicitation will be recreation and volunteer specialist 2018 & 19, recreation marketing, outreach, scholarship & seasonal staffing for 2018 & 19 and two placeholders for remodeling Baylor Park Headquarters and replacing the LMP Minnewashta Creative playground.

Staff shared funding breakdown for 2018 & 2019 and graph on the Parks and Trails Funding from 2010 to 2019.

Staff shared the next steps which entail going to the County Board on October 4<sup>th</sup> looking for resolution of support, Legislative request in Nov. – Dec. If legislation is not successful funding Arboretum Trail with county program aid and scale back on Coney Island project. If Legislation is successful postpone improvement to the BP headquarters and LMP playground.

Discussion was had on changes that go through the legislator.

### G. TH 5 Master Plan

Staff shared that we need an actual master plan to move forward with this trail in order to get regional funding. Staff shared a map of this area (Century Blvd – Lake Minnewashta Parkway). Staff stated that the Master Plan will go from Rolling Acres Road to Hwy 101. Staff also stated that Metropolitan Council had changed the process for these funds and new requirements state that you have a master plan in place before you are eligible for funds.

Discussion was had on the trail project from Powers to Market Place; Staff stated that the TH 5 and Market Place road project that happened this summer and the fact the trail is a reconstruction project, made the project inefficient to run through the federal process. It was decided to work directly with Chanhassen on replacement of the trail.

### **Questions or Comments:**

Boettcher asked what the time frame is on this project; Staff stated about six months.

No other questions or comments

### H. Baylor Park Deck Area

Staff shared a project that has been on list for getting refurbished, staff stated that the deck is over 25 years old and in need of replacement. Staff is meeting with two landscaping design companies to redesign the patio area. The goal is to enhance the community room with a new enhanced patio area to draw more use, and for causal park users to use if Community Room is not being rented. We hope to have conceptual drawings in the next few months.

### Questions or comments:

Manders asked approximately how often does the Community Room get rented in a season; Staff stated about fifteen times throughout the summer, hopefully we will have more rentals with updated area.

Lynch asked is the barn has been painted; Staff stated that we are hoping to have it done by next spring; we are working on getting insurance requirements met before we can proceed with low bidder.

No other questions or comments

### I. ParkSide Church Request for Utility Easement

Staff stated they have been working with Metropolitan Council staff to refine the letter that will go to the LCCMR requesting the approval of easement. A meeting could take place November or December with LCCMR.

### **Questions or Comments:**

Lynch asked if we have kept the church updated; Staff stated that had sent an email to the contact person about letter but have not heard back from them.

No other questions or comments

### J. <u>Veteran's Memorial Update</u>

Staff updated Park Commission on the Veteran's Memorial stating that they have been working on design issues with MNDOT, they are concerned about the parking lot coming out on to Highway 25. Staff stated we working on justifying why we want the access to Highway 25, we are looking at all options.

### K. Maintenance Projects Update

Staff shared pictures of maintenance projects that are happing in the parks, some of the items shared included; removal of the tennis courts at Baylor Park, replacement of bridge to disc golf hole at Baylor, roof replacement on s roofs on some of the picnic/bathroom shelters at parks, and putting snow fence up around structures on Coney Island.

### L. Beach Closures:

Impromptu discussion was had the beach closures and reasoning for the high E Coil levels.

### **Commission Member Reports:** (8:34 p.m.)

Trick asked about the fish die off at Eagle Lake; Staff were not aware of it, it could have been caused by the warm temperatures of the lake or bacteria in the lake.

Aasen stated that he will be entering the chili cook-off!

Boettcher stated he will not be attendance at October Park Commission meeting

**Next Meeting Date:** 

(8:37 p.m.)

Next meeting will be on October 12, 2016 at 6:30p.m. Meeting will be held at the Public works building in Cologne.

**Adjourn Meeting:** 

(8:38 p.m.)

Boettcher motioned to adjourn the meeting Bruner seconded the motion.

Motion passed 7 to 0.



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## **MEMO**

TO:

**Members of the Park Commission** 

CC:

Marty Walsh, Parks Director

FROM:

Sam Pertz, Parks & Trails Supervisor

**SUBJECT:** 

Informal Use Area – Waconia Regional Park

DATE:

October 6th, 2016

Within Waconia Regional Park, informal use of a portion of the park property has been established in the way of a multi-use path. The area is located (see attached map) on the southeastern portion of the park property, running in the former TH 5 corridor on an east-west trajectory. The path provides informal connection between CR 92 and the city. Often users access the park from the western boundary via a city trail; navigate through the park reaching this path where they can continue routes typically heading north and around the lake.

### Background:

The alignment of the user-established path sits in the former TH 5 right-of-way. The path is on top of the Metropolitan Council sanitary sewer force mains and is shaped like a berm as it runs through park property. The berm is above the surrounding grade. As a result, this condition has created an attractive area for "trail-like" uses such as walking, running and biking of all styles. This path provides a route to cut through the park avoiding safety issues on TH 5. At this time, park staff is maintaining the path through routine mowing and minor surface repairs.

A request for consideration to improve the area has been submitted (Attachment A). The request seeks improved site condition for access off/on CR 92 into park property. The requested improvements would create a level surface near CR 92, but ultimately be constructed to appropriate grade as well as paved. The request also includes filling holes and ruts on the subgrade of the planned trail running along CR 92 on the west side of the roadway which is in the road right-of-way. Staff has provided various considerations as to why further investment and improvement to the area has not been conducted at this juncture which includes: awaiting finalized updated park master planning documents; response on 2016 Federal grant applications for trail development; 2017 preliminary site grading and utility plan completion; 2018 Metropolitan Council sewer project realignment and possibly 2019- 2020 phase I park development.

Staff has prepared three options for the Park Commission to discuss and consider.

### One: Leave Area/Path as Is

<u>Pros:</u> Continues current use(s) – casual & special event; requires minimal investment (time/materials); Does not commit funds for capital improvement which might be removed in future

<u>Cons</u>: Not designed or constructed for multi-use; Expectation for use is poorly communicated; Does not address long-term vision

### Two: Define Area/Path & Communicate Uses

<u>Pros:</u> Signage provided for proper expectation of path use(s); Improves risk management; Continues casual & permitted pedestrian activities; Consistent with County Traffic Engineer recommendation; Minimal investment needed to fill holes/depressions (time/materials); Incremental approach until plans and resources are in place

<u>Cons:</u> Bikers are likely to continue to use; Does not address the requested improvements at County Road 92

## Three: Enhance Area/Path & Associated Surroundings

<u>Pros:</u> Continues current use(s) – casual & special event; Responds to request for enhanced service; Improves risk management

<u>Cons:</u> Significant investment for disconnected trail segment; Unplanned & unbudgeted; Timing inconsistent with planned sewer/utility work

Further discussion and presentation of each option will be provided at the meeting.

**Recommendation:** Staff recommends Option Two as a reasonable measure given existing resources, future funding requests, planning and construction work.

# Location:



### **Martin Walsh**

From: Litfin, Tim <Timothy.Litfin@minnetonka.k12.mn.us>

Sent:Sunday, September 11, 2016 2:53 PMTo:Martin Walsh; Tim Lynch; James IscheSubject:Waconia trail immediately west of 92

Jim, Marty and Tim:

Good afternoon. I hope the summer went well for each of you and the county. Questions as I hear this often from users of these make shift trails in Waconia. The first trail below is heavily used. The second trail could be but it is in pitiful shape. Both trails are unfortunately ignored by the county with the exception of grass mowing.

What is the time frame to improve two area trails immediately west of 92 on the east side of Waconia.

- 1. The gravel slope/approach off of 92 west up to at least the signs that now block vehicles from going through? If you could please create a level surface off of 92 down the hill that would make bike riding so much more enjoyable. Obviously the entire trail from 92 to the ballroom needs help, grading, pavement and improvement but I doubt you are going to do that soon...though I wish you would. Could you please at least improve the access and to and off of 92?
- 2. The grass trail that is full of sink holes and dips and is dangerous to even walk on as it is a constant trip hazard that parallels 92 from the trail exit (in point #1 above) all the way north to the DNR Boat Landing. From a safety perspective this should be a priority improvement.

Please make these improvements a priority. I am not a lone voice on this issue. Trail #1 above is used by hundreds and hundreds of people each year amounting to thousands of annual uses. It is a must and a safety argument can easily be made for this improvement. It is time. We have wasted too much time in not improving this trail since the expansion of the Waconia park years ago. I look forward to your response. Thank you.

Respectfully,

Tim Litfin Waconia resident



Tim Litfin
Executive Director
Minnetonka Community Education
952-401-5043



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## **MEMO**

**TO: Members of the Park Commission** 

FROM: Marty Walsh, Parks Director

**SUBJECT: Long Term Financial Plan (LTFP)** 

DATE: October 6, 2016

The proposed Long Term Financial Plan is in draft form and will be presented for discussion purposes. The plan provides a listing of proposed capital and planning investments from 2017-2022. A slide is also devoted to listing some of the issues and opportunities over this same time period.

A draft of the presentation is attached for review.

No action is requested at this time.



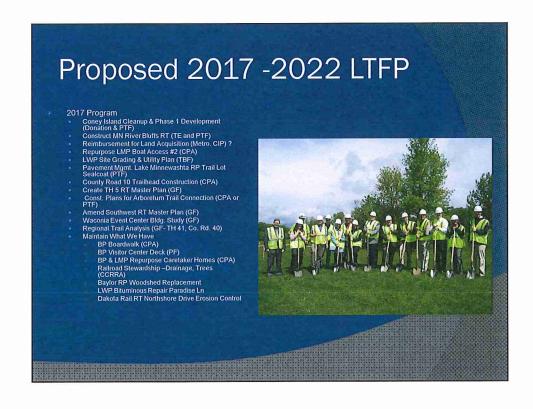
# 2017-2022 LTFP Presentation Output Goals Recent Accomplishments Proposed 2017-2022 LTFP Issues and Opportunities Discussion

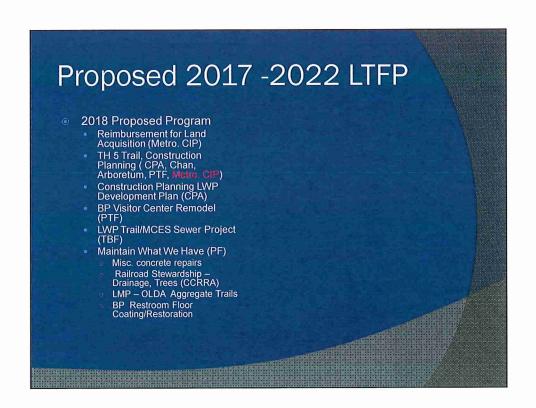
Pa	arks LTFP
2 <i>A</i>	Sustain Park System Through an Orderly Progression of Capital Investment Maintain What We Have Develop Trails Develop Parks Acquire Lands and Right-of-Way Consistent with Approved Plans











# Proposed 2017 -2022 LTFP 2019 Proposed Program Arboretum Trail (TE, U of M, Chan, P&T) LMP Playground Replacement (PTF) Natural Resource Management Plans (GF) Phase I Development for LWP (TBF) Regional Trail Analysis (GF- TH 41, Co. Rd. 40) Maintain What We Have (PF) MN River Bluffs RT Crack Seal/Sealcoat (P&T) Misc. Concrete Repairs Railroad Stewardship –Drainage, Trees (CCRRA) LMP Grade and Aggregate Eroded Trails LMP Reside Caretaker House

Proposed 2017 -2022 LTFP	
2020 Proposed Program Land Reimbursement Metro. CIP Natural Resource Management Delivery (CP) LMP Trail Lighting (Metro. CIP) BP Splash Pad (PTF) LMP Visitor Contact Station(TBF) Trail Project/Minnetonka RT, TH 41, LWP (TE,PTF) LWP Fishing Pier	
Maintain What We Have (PF)     Misc, Concrete Repairs     Replace Counters Shelter #5     Railroad Stewardship - Drainage, Trees (CCRRA)     Dakota Rail & MN River Bluffs RT Sealcoat (CCRRA)     Aggregate Sledding Hill Parking Lot	

# Proposed 2017 -2022 LTFP 2021 Proposed Program Natural Resource Management Plans (GF) LMP Group Camp Area (TBF) Trail Project (Minnetonka RT, TH 41, LWP) Maintain What We Have (PF) LMP Shop Pavement Misc. Concrete Repairs Railroad Stewardship –Drainage, Trees (CCRRA)

# Proposed 2017 -2022 LTFP Proposed 2022 Natural Resource Management Delivery (CP) LMP Group Camp Area, Archery Range, Challenge course LMP Off-Leash Dog Swim Pond (P&T) Maintain What We Have (PF) Misc. Concrete Repairs Railroad Stewardship –Drainage, Trees (CCRRA

# Issues & Opportunities The investment into Coney Island: Will create demand for access. An operational plan that provides access for those who may not have a watercraft is recommended by 2018. Will impact operational and capital equipment budgets Proposed site grading and utility plans for LWP prepare the County to respond to DNR development of a watercraft access and to MCES 2018 sewer project A strategy for funding development of main park area at LWP is needed Typical funding methods are not sufficient Land Acquisition Consistent with Comprehensive Plan Determine next priority

