



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

Park Commission Meeting – REVISED AGENDA
Wednesday, January 10th, 2018
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.)
 - a. Introduction of New Member John Fahey
- 2) Approval of the December 13, 2017 Regular Meeting Minutes (6:31 p.m.)
- 3) Additions or Deletions to the Agenda (6:32 p.m.)
- 4) Approval of Agenda (6:33 p.m.)
- 5) Commissioner Liaison Report (6:34 p.m.)
- 6) Open to the Public (6:38 p.m.)
- 7) New Business (6:39 p.m.)
 - a. TH 5 Regional Trail Master Plan
 - b. Boy Scout Jamboree Permit
- 8) Discussion (6:55 p.m.)
 - a. Public Health SHIP Initiatives
 - i. Free Day In The Park
 - ii. Feasibility Study for Mountain Biking
 - iii. Kayak Fleet
- 9) Staff Reports (7:15 p.m.)
 - a. Waconia Event Center Update
 - b. Northshore Rd. & DRT Informal Use Area
 - c. TH 5 Regional Trail Connection
 - d. Lake Waconia Regional Park Construction Planning
 - i. Coney Island
 - ii. Main Park Area Grading and Utility Plan
 - e. Relocation of Xcel Power Line
 - f. Park Operations and Recreation Services Update
- 10) Commission Member Reports (7:45 p.m.)
- 11) Set Next Meeting Date (7:50 p.m.) – Proposed Date February 14, 2018
- 12) Adjourn Meeting (7:52 p.m.)

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

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Meeting Minutes

December 13, 2017

Members Present: Carroll Aasen, Gerald Bruner, Jim Manders, Curt Kobilarcsik, Ron Trick, Mark Lagergren, Jim Boettcher, Commissioner Tim Lynch

Staff Present: Marty Walsh, Connie Keller, Sam Pertz

Call to Order: Manders, called the meeting to order at **(6:30p.m.)**

Approval of Minutes: **(6:30p.m.)**
Aasen motioned to approve the minutes of the November 8, 2017 regular meeting minutes, Trick seconded the motion.
Motion passed 7 to 0.

Additions/Deletions to the Agenda: **(6:31p.m.)**
None

Approval of Agenda: **(6:31 p.m.)**
Boettcher motioned to approve meeting agenda.
Aasen seconded the motion.
Motion passed 7 to 0.

Commissioner Liaison Report: **(6:31p.m.)**
Lynch commented that he is excited on the upcoming legislation session, he stated that we have our legislative delegates on board for the Lake Waconia Regional Park project, but not sure how successfully they will be getting funds, but we are hopeful.

Open to the Public: **(6:32 p.m.)**
Reed Conrad was present and was representing a taskforce group for mountain bikers and also a coach for the Chan/Chaska High School Mountain Biking Team. He stated they are in need of trails to practice on that are safe for kids and they are looking for a multi-use trail in Carver County. He shared that there are not any trails locally for the kids to practice without driving a good distance to get to them. He stated that he is present tonight to start the conversation to help find about 15-20 acres in Carver County to have these multi-use trails.

Conrad stated that they do have insurance and that it shouldn't be a concern. Also asked if any Park Commission members had any ideas or suggestions of who might have some land that they would like to donate to make trails or if any Park Commission members had ideas to please give him a call. He also stated that they have about a 15 person taskforce which includes coaches from Chaska, Chanhassen and Shakopee.

Questions or Comments:
Manders asked about the McKnight Trails; Conrad stated that they do use these trails but they are paved, there are unpaved trails back in this area but they are on private property so it is something we cannot use. He did state the big woods area might be a potential, he would also like to see mountain bike trails at Carver Park Reserve.

Manders asked about if the mountain bike team is a club team or school affiliated. Conrad stated that it is school affiliated loosely and they can letter in the sport. The group consists of kids from 6th grade to 12th grade.

Lynch asked about the specs on the trails on width of trails; Conrad stated that two foot trail widths would be sufficient for mountain bike trails. Discussion was had on different widths of trails and conversations with the City of Chanhassen, Chaska over the last two years.
No more questions or comments

New Business

(6:43 p.m.)

A. Special Event Permit Recommendation – Minnetonka Middle School XC Ski Activities

Staff shared the special event permit that will go to the County Board next week if the Park Commission members recommend it. Staff stated that the Minnetonka Middle School has asked to use the Lake Minnewashta Regional trails to conduct weekly ski practices and two ski meets between Middle School East and West. Practices will start in January and will go through February with one ski meet being held in January and one in February, if snow conditions allow. Staff provided Park Commission Members with anticipated numbers for the practices and ski meets also stating that there could be additional maintenance of trails but nothing out of the ordinary.

The event fees consist of the team attendance fee, bus fee and/or parking fee for the parents.

Lagergren motioned to approve a special event use permit.

Kobilarcsik second the motion.

Motion passes 7 to 0.

Question or Comments:

Manders asked if they have done this in the past; Staff stated that yes this has been held previously, but staff wanted to bring forward to make the Park Commission aware.

No other Comments or Questions

Discussion

(6:48 p.m.)

A. Review Draft 2040 Comprehensive Plan

Staff shared with the Park Commission that staff and the consultant continue to refine the document. Staff shared a list of edits and comments that have been sent to the consultant for consideration. Staff did state that some of the comments on list are related to old language from the 2030 Comprehensive Plan and may not be applicable this time. Staff reviewed some of the other comments and whether it should be in document or not.

Staff did point out that the new demand or trend of a single track mountain biking, as brought to us tonight by the public. Archery and trap shooting clubs are also new trends. The comprehensive plan is to be updated to include the current ordinance pertaining to the Park Commission.

Staff shared a listing of improvements at the parks and asked for input on the proposed timelines. Staff went through the list of these improvements for each park and commented on whether timelines were accurate or not. Staff shared items that were longer term and moving those to short-term or mid-term improvements. Some of those items are the Phase One Development Program for Lake Waconia Regional Park, mountain bike trails, playground replacement, group activity area, visitor center. Possible additions to the document would be lighted trails and adding flush toilet facilities for the shelter areas at Lake Minnewashta Regional Park. Items covered for Baylor Park include adding camper cabins, parking lot improvements, campground service improvement, splash pad, repurposing beach area, visitor center and deck area. Staff commented on the development of the 30 acres park site on the Crow River for a canoe access.

Questions or Comments:

Boettcher asked about how large would the camper cabins be; Staff stated we have not flushed out the exact size but they are looking at simple structures which includes a porch area. At this point we are exploring and if it is affordable.

Trick asked if the cabins would have bathroom facilities; Staff stated no and no indoor cooking, possible just a bunk area with table. Manders asked if any discussion about a yurt structure.

Bruner asked about how the County acquired the land by the Crow River; Staff stated that the property was very often flooded and with the well and septic on the property the County decided to remove them from the flood plain. Staff explained the funding sources to obtain that property. Bruner asked if it was intending to become a park; Staff stated that the intention was yes and access to the Crow River. Staff stated that we could look at other

grant funds to develop the property; we would just need to make County Board aware that we would apply for a grant.

Manders commented on the mountain bike trail, questioning putting the trail at Lake Minnewashta vs. Lake Waconia due to the varied terrain; Staff stated that both areas might be able to support a single track but to get 3-4 miles at either park might be tricky. Staff does not see the bike trail designed to be used by walkers.

Discussion was had on multi-use trails as compared to single track trails, cost, mentioning that other parks do have single track trails that do cross multi use trails and single track trails might be another draw for the park. Discussion was had on fee for bikers. Staff stated that at this point there is no fee for people that ride their bikes into the park.

Manders asked if this plan is intended to meet the Met Council requirements for recreational opportunities or is this plan what we intend to do with thoughts to meet the Met Council requirements; Staff stated that there are requirements that the Met Council has for Regional Parks and Trails but this plan is for our purposes also. Manders also commented that trails designated as a part of the Regional Bikeway Transit Network need to link into the downtown areas and to transit points.

Aasen would like to add the kayak and canoe landing on the Crow River be moved up to short term; Discussion was had on the area and potential for a parking lot that is out of flood plain. Discussion was had on the location and where would you get off the river.

Lagergren stated that he would like to see the mountain bike trails be moved to a short term implementation and move the Crow River to short term also; Staff asked how Park Commission members feel about moving this item to short term, discussion ensued.

Boettcher asked about the old boat landing at Lake Minnewashta if repurposing this area was short term; Staff stated this is identified as a group use area and this would be a short term item.

No Other Comments or Questions.

B. Parks and Trails Legacy Fund requests

i. State Fiscal Year 2020 & 2021

Staff stated that in April or May will be the next round of Parks and Trails Legacy Funding for the 2020-2021 funding cycle. Staff stated by this time next year, we will have submitted our funding priorities for the parks and trails funding. This funding comes annually; different then the Met Council CIP funding that comes biannually. Staff stated that they went through our CIP listing and organized projects by priority and strategy. By April or May a recommendation on which projects to fund will go to County Board for approval to be submitted to the Metropolitan Council.

Staff shared the list by priority. First on the list is the TH 5 Arboretum Trail Connection, staff explained the financing of this project with federal funds to be matched with local funds also stating that the 2019 Parks and Trails Funds will not fully cover actual costs. 2020 Parks and Trails Funds will need to be allocated to this project to help fill the funding gap. After this project, there are no other federal funded projects scheduled.

Other projects for future funding cycles include maintaining, repair and replace items like Baylor Regional Park Visitor Center; playground, visitor center, beach parking lot overlay and rental building at Lake Minnewashta Regional Park and the Waconia Event Center.

Staff explained that we were unable to find a new service provider to run the Waconia Event Center, so staff is working through the process of coming up with a new plan to operate the building going forward. Discussion was had on possibilities of the event center and what this new program might look like.

Staff also shared a listing of new improvement projects of Coney Island development, splash pad at Baylor Regional Park, development at Lake Waconia Regional Park, lighted trails, group use area, dog area swim pond, and classroom building at Lake Minnewashta Regional Park along with the County Rd 10 trailhead. Other items

included responding to changes at Waconia Regional Park that may occur as a part of the DNR watercraft access and any federally funded trail projects that may come up in the future.

Staff stated that due to the Arboretum trail Connection/TH5 Regional Trail funding gap, the 2020 Parks and Trail Funds are tied up with filling that gap. The next available Parks and Trails Legacy Funds would be the 2021 year. Staff stated, for consideration, the Baylor Park Visitor Center would be the highest priority and updating these facilities to be ADA compliant along with replacing the deck.

Staff stated next steps with the Waconia Event Center include seeing if Metropolitan Council Funds for outdoor recreation bridging facilities would be eligible for things like indoor archery, climbing wall but still be able to use the building for large community events.

Staff will come back to the Park Commission members in February to ask for recommendation to get recommendation for how parks and trails funds are recommended to be utilized. Staff also stated that we might need to do studies on the Event Center and the Baylor Park Visitor Center to better understand a project scope and how to proceed with these projects.

Comments or Questions:

Lynch asked about the Coney Island cleanup timeline; Staff stated that we are working with consultant and hoping to start this spring.

Boettcher asked if something like an indoor pickle ball due to the high demand of indoor space; Staff stated that Met Council struggles with having league activities for regional parks.

Manders commented that how is using an indoor facility introducing people to the outdoors.

Kobilarcsik stated that the Lake Waconia Regional Park trail is something he would like to have done to maximize use of the park.

No more questions or comments

Staff Reports: (7:39 p.m.)

A. Northshore Rd & SRT Informal Use Area

Staff shared with Park Commission members an update on the Northshore Road and the Dakota Rail Regional Trail area. Staff stated that we are in the process of moving from conceptual design restricted use of the area to construction documents. Staff shared a map of the area and reviewed the different concepts. Staff also stated that the soil and water concept showed shrubbery and vegetation and large boulders and also stated that this might be a good candidate for one of their programs. Staff pointed out fencing on map. Staff stated private property is involved so we will have to get authorization to construct and place the fencing on that property.

Staff stated that the next steps are to get the consultant under contract to obtain a construction plan, this would be a 2018 project and we may act as the general contractor.

Comments or Questions:

Lagergren asked what type of fencing would be used; staff stated similar to fencing we have out there now, about 5 feet high black vinyl, chain link.

Boettcher asked what is being done now to slow access down now; Staff stated that nothing now is being done; staff also stated that we will have to work with property owners to get access for this property. Previous work included installation of no parking signs in that area.

Manders asked about where the fencing would stop; Staff shared a map of the location and where it would stop and where the regional rail authority property is, approximately 300 feet of fencing.

No other questions or comments

B. TH 5 Regional Trail Master Plan

Staff stated that the City of Victory has provided us a resolution of support, the Chanhassen Park and Recreation approved a recommendation of support to go to the city council. Staff stated that we will ask at our next meet for Park Commission's recommendation for County Board. Staff stated we are making a few minor edits to document, after the County Board approves in middle of January we hope to have approval by the Metropolitan Council in February or March to be eligible for construction money for the project.

Questions or Comments:

Manders asked if the intent to follow the at grade crossing at Century Blvd or underpass at Bluff Creek; staff stated that there are two alternates which would have a box culvert at Century Blvd. We won't have to decide at this point.

No other questions or comments

C. TH 5 Regional Trail Construction Planning

SRF has been out to survey the property by Life Time Fitness, walked the arboretum property. The trail alignment may move further on to the arboretum property to avoid tree loss, expense and provide a better experience for trail users. Staff stated that they will walk the arboretum property by Hwy 41 & Hwy 5 to figure out the potential placement of the box culvert. Also, soil boring work by Highway 5 and 41 was done where the box culvert would be located. It might be a challenge to get the underpass installed.

D. Lake Waconia Regional Park Construction Planning

i. Coney Island

Staff stated that we will meet next week with stakeholders who consist of Sheriff's Office, townships, City of Waconia, Land and Water Services Dept., DNR and USFWS to go over the construction issues.

ii. Main Park Area

Staff stated that we are moving forward with the main park grading plan due to the Metropolitan Council Environmental Services sewer project that is scheduled in 2018. We have asked them to push the project back to fall so it does not disrupt the summer use of the park. This way we can have the future grade of the park determined before the sewer project is done to help ensure the utilities are placed at the proper depth.

E. Relocation of Xcel Power Line

Power has now been switched over to the new power poles. Staff stated they received a call from Mediacom's attorneys about the relocation and that they might be looking for some compensation for the relocation of their cable services. This was not part of the initial offer when we began the process.

F. Park Operations and Recreation Service Update

Recreation update:

Staff shared that the new programmer held his first archery program with the Watertown/Mayer group and the program went well. Planning is coming together for the summer. Also shared, they are working with the Eastern Carver County School District to offer more programming this summer. The program could possibly be upward of 600 kids once a week for six weeks. Offerings could include paddle programs that would take place at Lake Minnewashta Park. Staff stated they are working with the school district to help support them in a program that will take place at Riverview Terrace in Chaska in the afternoons.

Staff stated they met with Veteran Services Dept. to discuss a program for veterans with possibility of volunteers or outdoor programing services.

Operations Update:

Staff stated that we have selected the new 2018 permit. They are in process for printing. Staff also shared that we are in the process of looking at updating our reservation software due to our software being about 10 years old.

i. Marketing & Advertising Initiative

Staff shared a marketing video that is being looked at for a park ad; this ad would be seen at the Waconia Movie Theater which could give us a lot more exposure. The funding for this would come from the Parks and Trails Legacy Fund.

Discussion was had on different types of marketing and how to get information out to the public and the branding of the Park Department.

No other Questions or Comments

G. Update of Veterans Memorial

Staff stated that the site has been cleared and that they have done some site grading work, removed excess soil and some drainage tile work. The project is shut down for the winter and will resume in the spring. The granite company will place the panels in the spring.

Staff stated that it was reported they had a successful fundraiser in November.

Questions or Comments:

Trick asked if they will be putting in some trees by the lumber yard; Staff stated they plan to provide landscaping.

Manders asked how much higher will the grade be, it seems a little low; Staff stated not sure, would have to look at the grading plan.

No Questions or Comments

Commission Member Reports: (8:10 p.m.)

Boettcher stated that it was a pleasure working with Park Commission Member Trick, also shared a story on meeting up with Trick shortly after Boettcher started on the Park Commission.

Aasen stated that he applied to be on the State AIS Commission but does not know if he was selected. He will find out in January.

Trick wanted to thank staff and other Park Commission Members for putting up with him over the last few years. He stated that he learned a lot over the years about the costs and processes associated with updating and doing things in the parks and trails.

Manders will not be in attendance for the January meeting.

Next Meeting Date: (8:13 p.m.)

Next meeting will be on January 10, 2018 at 6:30p.m. We will meet at the Public Works Building in Cologne.

Adjourn Meeting: (8:13p.m.)

Trick motioned to adjourn the meeting.

Boettcher seconded the motion.

Motion passed 7 to 0.

Final Minutes prepared by Connie Keller

Approved by Commission Vice Chair

