



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN55322

**Park Commission Meeting  
Wednesday, March 14, 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.)
- 2) Election of Officers, Chair and Vice Chair (6:31 p.m.)
- 3) Approval of the February 21, 2018 Regular Meeting Minutes (6:40 p.m.)
- 4) Additions or Deletions to the Agenda (6:41 p.m.)
- 5) Approval of Agenda (6:42 p.m.)
- 6) Commissioner Liaison Report (6:43 p.m.)
- 7) Open to the Public (6:45 p.m.)
- 8) New Business (6:47 p.m.)
  - a. Minnesota Astronomical Society – Railing
- 9) New Member and Existing Member Orientation and Review of Carver County Regional Parks System (7:00 p.m.)
- 10) Old Business (7:20 p.m.)
  - a. Review Draft 2040 Comprehensive Plan
- 11) Discussion (7:35 p.m.)
  - a. Proposed 2020 & 2021 Parks and Trails Legacy Projects
  - b. Waconia Event Center Operation Plan
- 12) Staff Reports (8:30 p.m.)
  - a. Legislative Update
  - b. Grant Extension
  - c. Northshore Rd. & DRT Informal Use Area
  - d. TH 5 Regional Trail Connection
  - e. TH 5 Master Plan
  - f. Lake Waconia Regional Park Construction Planning
    - i. Coney Island
    - ii. Main Park Area Grading and Utility Plan
  - g. Park Operations & Recreation Services Update
    - i. 2018 Promotional Effort
  - h. MN River Bluffs Slope Failure
  - i. Regional Parks Policy Plan Update & Meeting with Metro. Council Representatives
- 13) Commission Member Reports (8:45 p.m.)
- 14) Set Next Meeting Date (8:50 p.m.) – Proposed Date April 11, 2018
- 15) Adjourn Meeting (8:52p.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

## Wednesday February 21<sup>st</sup>, 2018

**Members Present:** Gerald Bruner, Curt Kobilarcsik, Mark Lagergren, Jim Boettcher, Jim Manders and Commissioner Tim Lynch

**Staff Present:** Marty Walsh & Sam Pertz

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

**Approval of Minutes:** **(6:32p.m.)**  
Bruner motioned to approve the minutes of the January 10, 2018 regular meeting minutes Kobilarcsik seconded the motion.  
Motion passed 5 to 0.

**Additions/Deletions to the Agenda:** **(6:34p.m.)**  
No Additions/Deletions to the Agenda.

**Approval of Agenda:** **(6:35 p.m.)**  
Boettcher motioned to approve the agenda, Bruner seconded the motion.  
Motion passed 5 to 0.

**Commissioner Liaison Report:** **(6:35p.m.)**  
Lynch shared compliments regarding Staff work on the TH5 regional trail & master planning process and informed the members of the Commission the County Board has approved the master plan for the trail corridor. Staff provided more comment on the topic and explained more would be shared later in the agenda under staff reports.

**Open to the Public:** **(6:38 p.m.)**  
Kevin L. Nowak addresses the Park Commission regarding the Northshore Road/Dakota Rail Regional Trail access issue.

**Old Business** **(6:55 p.m.)**

### **A. Review Draft 2040 Comprehensive Plan**

Staff shared a presentation on the updates to the 2040 Comprehensive Plan specific to the Parks & Open Space Chapter that have been addressed with the consultant and with the County Planner leading the project. The presentation reminded the Commission the document is still in draft form. Staff reported on the work done to reflect the implementation planning section of the overall document. Additionally, staff reviewed the comments brought forth at the December 2017 meeting a prioritization list from short, mid and long term initiatives for park system development. Staff reiterated the component of the planning seemed too underrepresented in the language of the prior document draft. Staff has worked with the consultant to better represent planning step of park and open space development to transpire prior to actual development work. Staff also highlights the addition of language pertaining to a need to plan for asset management technology in the future particularly as the system grows. Staff points out the additional work to be done before the March meeting of updated mapping work in addition to a bit more work on language. No recommendation or action was requested on this item.

### **Questions or Comments:**

Basic questions were asked about specific portions of the mapping documents shown in the presentation; however they were geared towards gaining a better clarity of the material being shared, not questions about the actual comprehensive plan.

No other questions or comments.

**New Business**

**(7:35 p.m.)**

**A. St. Joseph's Catholic Church – Special Event Use Permit**

Staff shared a request for a Special Event Use Permit for St. Joseph's Catholic Church at Waconia Regional Park for their annual Walk on Waconia fund raising event on Saturday April 28<sup>th</sup> 2018. Approximately 500 -600 people are anticipated to attend the event, which is a walk-a-thon style event with a route that passes through the regional park and around Lake Waconia which also utilizing the Dakota Rail Regional trail on the north side of the lake. Staff informed the Commission all items required for the Use Permit have been obtained and reviewed with no significant impacts to the park system.

Questions or Comments:

Lagergren asks if there have been issues at all with the event group in the past. Staff stated nothing of significance.

Lagergren motions to approve permit and recommend it to the County Board.

Bruner seconds motion.

Motion passes 5 to 0.

No Question or Comments.

**Staff Reports:**

**(7:50 p.m.)**

**A. Waconia Event Center Update**

Staff shared the recent work on developing the go-forward service plan for the Lake Waconia Event Center. Updates were given to a variety of items including the process a potential renter of the facility would experience as well as the costs and level of service provided by the County. Staff use the terminology "town hall model" which is common in the market place and describes a level of service where the renter coordinates or, handles the leg work for coordinating the needed service providers (food/drink, décor etc.) for their event. Staff shares specifics about the service level discrepancies between how other event facilities are ran as compared to how the Park Department is positioned to operate the facility today. Staff also pointed out one new event that is likely to be authorized by the County Board to take place in April. Lastly Staff shares a number of challenges and questions to be resolved as time goes forward, specifically investment in tables/chairs.

Staff indicates the topic will return to the Board room soon, potentially in March depending on County Board schedule.

Commission members ask questions about the prior process to secure a new service provider.

No Other Comments or Questions.

**B. Northshore Rd & SRT Informal Use Area**

Staff reports on recent work with the Carver County Soil and Water Conservation District to continue to understand what requirements they have in order to bring them in as a cost-share partner on the project. Soil and Water Staff anticipate some collaborative work with Waconia Township to better mitigate the storm water off Northshore Road and ultimately into Lake Waconia to be a determining factor should S&WCD funding be allocated. Additionally, Staff share the project consultant continues to work on construction planning documents.

Commissioner Bruner asks about jurisdiction of the Township and County in terms of issues on the roadway vs. shoreline & regional trail.

No Other Comments or Questions.

### **C. TH 5 Regional Trail Connection**

Staff shares recent mapping documents that have prepared at a slightly higher design level than conceptual and indicate some of the anticipated challenges for the project – wetland impacts & a need for retaining walls in particular. Staff also reminds the Commission members that the project is appearing to have a sizeable funding gap from the initial engineer's estimates. Staff informs the Commission that Staff will look to have more discussion with the Commission in upcoming meetings as more detail is added to construction documents.

Commission members ask general questions about project timeline, overall project coordination and Staff considerations to address the funding gap. Additionally Commission members ask about the overall regional trail corridor and how work would progress beyond the existing trail construction project scope.

No Other Comments or Questions.

### **D. TH 5 Master Plan**

Staff reiterates some of the information shared at the beginning of the meeting by Commissioner Lynch as well as staff to include the presentation and ultimately approval by the County Board the Master Plan for the TH5/Arboretum Regional Trail connection. With that approval the Master Plan now awaits review and approval from Metropolitan Council which is anticipated to be a number of months. Staff reminds the Park Commission that one of the significant items of the Master Plan approval is then bringing regional funding to the project.

### **E. Lake Waconia Regional Park Construction Planning**

#### **i. Coney Island**

Staff shares the recent work with the consultant on the construction/development planning work that has been underway since last month's meeting. An update is provided to the process of preparing planning at this level and continuing to coordinate with the State Historic Preservation Office (SHPO). Staff shares information on the various levels of work that is likely to be done in responding to the historical components on the island and considerations that make the island unsafe for use. From Staff perspective there are good examples of features that should be restored as well as ones that should be removed.

Staff comments on the anticipated process moving forward....

Staff needs a greater level of information for how (& why) features might be restored/remain on the island and along with that at what cost. Prior to more formal conversation with SHPO, Staff anticipates some upfront conversation with the County Board as well as Park Commission.

Staff also forecasts planned clean-up events this coming season to work with local stakeholder groups and the public to begin some general clean-up work and continue to ride public momentum of both cleaning-up and developing the island.

Questions or Comments:

Commissioner Lynch asked about the garbage on the ground and the cleanup; Staff stated that some of the items are considered historic and we have talked about using volunteers to help with the cleanup.

#### **ii. Main Park Area**

Staff indicates the consultant has been primarily working on Coney Island grading/site plans. The consultant has been working to obtain information from Metropolitan Council Environmental Services and DNR for grading work related to the metro sewer line and boat access.

Park Commissioner Manders adds comment regarding the historic Yellowstone trail and it's alignment through Waconia and possibly Waconia Regional Park. Staff is unable to speak to any specifics with the Yellowstone trail but is familiar with the historical feature and predicts there could be signage that references the historical feature in the area.

No Other Questions or Comments

## **F. Park Operations & Recreation Service Update**

### **i. Recreation update**

Staff shared recent successes with outdoor recreation programs and events for the winter season with 3 successful family events and a couple ski and snowshoe programs. Participation was strong for each event and operations continue to become more efficient from year to year. Staff introduces our maple syrup season coming in about a month, with nearly 500 school kids planned to visit the park for our outdoor education experience. Staff provides promotional information on the annual maple syrup open house on March 17<sup>th</sup> and encourage the Park Commission to connect with staff should they have interest in becoming involved with the event. Lastly, staff indicates the level of planning, development and coordination taking place during these months for a busy and successful summer season coming soon.

### **ii. Operations Update**

Staff share some updated information on items brought forth last month, specifically work with the County Public Health Office and collaboratively using SHIP funding on a couple projects this calendar year, Staff report work continues and both offices are continuing to get on the same page with the efforts. Staff also report seasonal hiring for a variety of work teams in the Parks Department are available for application and ask the Commission to help spread the word. Staff has been out to a handful of summer employment fairs at colleges in the area and has been disseminating the information via local papers and social media/internet content. Winter equipment rentals continue the upcoming weekend(s) and service has been well received since conditions have improved as of late. Lastly Staff report on work being done to prepare the 2018 outdoor recreation services publication which has been a direct mailing to rural areas of the County in past few years.

No further Questions or Comments.

## **G. Mn River Bluffs Slope Failure**

Staff shares an update on the area of current regional trail operated by Three Rivers Park District and owned by HCRRA that has a substantial slope failure on the trail which has resulted in a closure and detour for the past 4 years. Staff introduces work that was recently done in attempting to coordinate with a variety of agencies (TRPD, HCRRA, LCCMR, Met. Council, CC) to address the slope failure and ultimately have the potential of Carver County purchasing the segment of trail from HCRRA to be included in Carver County's portion of the regional system. Staff reports LCCMR has indicated they're finding this to be a good use of their funds, which ultimately provides the opportunity for the project to move forward. Staff shares again some information brought forward in prior meetings regarding the pros and cons of Carver County potentially adding approximately two more miles of regional trail.

No further Questions or Comments.

## **H. Regional Parks Policy Plan Update & Meeting with Metro. Council Representatives**

Staff informs the Park Commission that coordination work is taking place that would allow the Park Commission to hear and have conversation directly with staff of the Metropolitan Council to understand the proposed changes to Policy Plan document. Staff indicates the last time the Policy Plan was adjusted; implementing agencies were taken a bit by surprise and left somewhat uninformed to the changes with only the ability to react. Staff is pleased to say a better effort to coordinate and have conversation about policy language change is being built into this process. Staff does point out that coordinating Metropolitan Council staff to attend a Park Commission meeting might result in adjusting a monthly meeting in the near future from the typical second Wednesday of the month schedule.

No further Questions or Comments.

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

Bruner is pleased to share he has been selected to serve on the Land Use Committee with Met. Council and will be getting involved here soon. The term he believes is two years.

Boettcher is pleased to share he has been selected to sit on the Statewide AIS Advisory Committee and will be serving with the group for the next four years.

Kobilarcsik stated that he has been appointed to the Citizens Advisory Committee for the Riley Purgatory Watershed District.

Mander's shares comment on the historic Yellowstone trail and its significance in the Waconia area, specifically Lake Waconia Regional Park. Please refer to the portion of the minutes regarding Lake Waconia Regional Park grading.

Staff add one final communication that McLeod County has indicated that they will be proceeding this spring in a development extension project of the Dakota Rail Regional Trail beyond the western Carver County limits to Lester Prairie, which is approximately another 2 miles of trail.

**Next Meeting Date: (8:15 p.m.)**

Next meeting will be on March 14, 2018 at 6:30p.m. We will meet at the Public Works Building in Cologne.

**Adjourn Meeting: (8:17p.m.)**

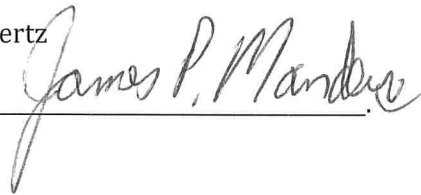
Lagergren motioned to adjourn the meeting.

Bruner seconded the motion.

Motion passed 5 to 0.

Final Minutes prepared by Sam Pertz

Approved by Commission Chair

  
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