



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

**Park Commission Meeting
Wednesday, November 14, 2018**

**Carver County Public Works Headquarters
11360 Hwy 212, Cologne, MN 55322
Conference Room #1**

Regular Meeting 6:30 p.m.

Agenda

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the October 17, 2018 Regular Meeting Minutes (6:30 p.m.)
- 3) Additions or Deletions to the Agenda (6:31 p.m.)
- 4) Approval of Agenda (6:31 p.m.)
- 5) Commissioner Liaison Report (6:32 p.m.)
- 6) Open to the Public (6:34 p.m.)
- 7) Approval of Consent Agenda (6:35 p.m.)
 - a. Special Event Use Permit – MVSS Snowmobile Classic Event
- 8) New Business (6:40 p.m.)
 - a. 2019-2025 CIP (Materials Provided at Meeting)
 - b. Outdoor Education & Recreation Services – 2019 Developing Initiatives
- 9) Staff Reports (7:15 p.m.)
 - a. Lake Waconia Regional Park
 - i. Construction Planning
 - ii. Ballroom Analysis
 - b. MN River Bluffs Slope Failure
 - c. TH 5 Arboretum Regional Trail Connection
 - d. Park System Operations & Recreation Services Update
- 10) Commission Member Reports (7:30 p.m.)
- 11) Set Next Meeting Date (7:35 p.m.) –December 12, 2018
- 12) Adjourn Meeting (7:40 p.m.)

Please note if a Commission Member cannot attend the meeting, please call the Park Office at 952-466-5250.

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Meeting Minutes

October 17, 2018

Members Present: Jim Manders, Carroll Aasen, Gerald Bruner, Jim Boettcher, Curt Kobilarcsik

Staff Present: Marty Walsh, Sam Pertz, Connie Keller, Micah Ostergard

Call to Order: Manders called the meeting to order at **(6:36p.m.)**

Approval of Minutes: **(8:04p.m.)**
Aasen motioned to approve the minutes of the August 22, 2018 regular meeting. Bruner seconded the motion.
Motion passed 5 to 0.

Additions/Deletions to the Agenda: **(6:37p.m.)**
None

Approval of Agenda: **(6:37 p.m.)**
Bruner motioned to approve meeting agenda.
Boettcher seconded the motion.
Motion passed 5 to 0.

Commissioner Liaison Report: **(6:37p.m.)**
Commissioner Lynch was not in attendance but he wanted park commission members to know that he is excited on plans going forward for Lake Waconia Regional Park.

Open to the Public: **(6:37 p.m.)**
None Present

Introduction of Micah Ostergard, Recreation & Volunteer Specialist: **(6:38p.m.)**
Staff introduced Ostergard to the park commission members, stating that Ostergard has been with the Parks Department as a seasonal staff member the last two years and through the hiring process we have brought Ostergard on for the year round position. Ostergard will be the key person programming recreation services.
Ostergard shared his background with schooling, work experience and living in Carver County. He also shared some of his short terms goals, which consist of leveraging partnerships for indoor programing space, working on minimizing complexities for seasonal staff, rebooting the partnership with Waconia Parks and Rec., minimize program cancellations, and maintaining a consistent social media presence.

New Business **(6:46 p.m.)**

A. Proposal for Lake Waconia Central Plaza Project and Coney Island Restroom Facilities
Staff shared the next steps for Lake Waconia Regional Park, reviewing the funding that the state approved along with the matching funds that the county approved. These funds are to be used for grading, roads and utilities for the park. Staff stated that once we start this development process chances are that the shelter, restrooms and playground will be removed. Staff stated that the money that has been allotted to the infrastructure does not cover the replacement of these facilities and we will need to plan to replace the restrooms.

Staff stated that they like to hire HGA to help with the preliminary design of what the park might look like with a plaza area and restrooms. Also, what a restroom plan would look like for the island, and then create cost estimates on any plans. Nancy Blankfard from HGA was asked to share information on the proposal. She stated that the drawings would be sketches of what the structures might look like.

Staff stated things that have been talked about are the restrooms, changing rooms, lifeguard station, concession operation, and watercraft rental. Also, how to get people out to the island and what all this might look like.

Aasen motioned recommend to the County Board the proposal for Lake Waconia Central Plaza Project Scoping and Coney Island Restroom Facilities.

Kobilarcsik second the motion.

All in favor motion passes 5 to 0.

Questions or Comments:

Manders asked again what the funds can be used for; staff reiterated that the state money would be for infrastructure.

Bruner asked when talking about Lake Waconia Regional Park, he asked if the money allocated to the park could be used on Coney Island; Staff stated that this could be a stretch, we do have money that has been allocated for the island with the donation and Parks and Trails Fund. Discussion was had on the sewer line and what Met Council was planning to put through park.

Boettcher asked about the size of the boat landing; Staff stated that about 40 vehicles with trailer stalls but that will be up to the DNR. Boettcher also asked about the entrance to the park; Staff stated that they will show plans for that in staff reports.

Manders asked if HGA has an architectural element for the park, is there something they are working from for the park. Blankfard stated yes, they will look at the area and try to incorporate some historical feature as well as something unique. They will present these options along with potential costs, pros and cons of the options and a best fit for the park.

Bruner asked what the difference is between HGA and the other consulting service who laid out the park; Staff stated that the consulting engineering and landscape architectural firm did work at a park master plan level which lays everything out. HGA gets down to the structures and what they might look like and a detail level such as seating area, and number of bathroom fixtures. Blankfard stated that we will use the master plan but will get it down to the best use of area. Bruner asked what can HGA do that the parks staff couldn't do, Blankfard stated that they have the design tools and software, knowledge of building codes and how things get built, studies for structures and how you want them to be used, how to position structures in the park and inhouse cost estimating.

Manders asked about options on scale with high end and middle of the road costs. Blankfard stated that they will have different options and costs not necessarily of a high-end or low-end more about expression; she stated that we will have a budget in mind before we start the process.

Bruner asked if things that HGA comes up with does that draw more people to the park; Blankfard stated that she hopes that what is developed brings people to park and they want to make it a destination. She stated that they are excited for the latrine study work for the island.

Kobilarcsik asked if this is a specific scope for the plaza and for the Coney Island restroom and not the trails but roads and parking lots which might be under construction next year. Staff stated that yes this

is. He also asked about the building and if we have a plan. He stated that it would be nice to have a building that we could have winter and summer activities and something not generic but something unique. Having something people will appreciate.

Kobilarcsik ask if there will be a well or septic out on the island; Staff stated vault latrines are envisioned at this point. Getting a prefab structure out there might not be practical but HGA will look at options for us. Plastic tanks might be acceptable, there will not be water out there at this point but maybe a longer term consideration.

Staff stated that development for a regional park doesn't happen very often and so having nice structures will attract people to your parks as well as develop public appreciation of the work done. We want to make sure that we do a nice job and have a good thought process when doing this work.

Manders asked if the island would have an expanded shelter for adverse weather; Staff stated at this point there won't be but possible in the future. Manders asked if our building would be like the Wirth Parkway building; Blankfard stated that HGA designed that building.

Kobilarcsik asked about the timeline for the process. Staff stated that they hoped to have something around January, Blankfard stated that was reasonable time frame. Staff stated that the strongest need is restrooms. Kobilarcsik asked about the final product and would final drawings be developed so we can plan the rest of park area. Blankfard stated that these will be diagrams and not to the level of construction documents. Discussion was had on the process and what type of documents we would have to review.

Bruner asked about the timeline for spending the state funds; Staff stated that it is about three years.

Manders asked about the size of the shelter that is being talked about; Staff stated that the master plan the building could possibly be a four season building but other buildings could be added for concession or rental. Another option might be an initially picnic shelter.

Bruner asked how do they come up with concept for the buildings, do they look at other parks; Blankfard stated that they do look at the area and history of area and what has worked at other parks.

Manders asked if the Event Center is part of the planning for park; Staff stated no. However, HGA will also be doing analysis on the Event Center building and the costs associated to rehab the building and what that might look like.

Kobilarcsik stated that he would like to see an active park and not just green space but more of a year around facility.

Staff stated that with a possible large facility, it would accommodate larger groups and be used for other functions at different times of year.

No other questions or comments

Discussion (7:22 p.m.)

A. 2019 - 2025 CIP

Staff shared with Park Commission members a PowerPoint on CIP for 2020-2024.

Items covered were items that were completed in 2017. Those items consisted of archaeological study for Coney Island, MN River Bluff, reimbursement for land, pavement mgmt., master plan for TH 5 RT, comprehensive plan for parks and trails and stewardship projects. In 2018 items that were completed

or in the works are construction plans for Arboretum Trail Connection, Lake Waconia Park (LWP) site grading and utility plan, amend the SW Regional Trail Master Plan, Waconia Event Center study, regional trail solicitation, reimbursement for land acquisition, acquisition of MN River Bluffs Regional Trail and maintaining what we have including the removal of Lake Minnewashta Park (LMP) house, fixed trails at LMP, seal coated six miles of trail, and Baylor Park bathroom floor coating.

Proposed items for 2019 – 2024 and the possible funding sources for some of these items were shared with park commission members, staff broke down projects by each year:

For 2019 items planned for are cost analysis for Baylor Park (BP) visitor center, LWP development, other planning activities include BP master plan, natural resource management plan, regional trail master plans, operation plan for access to Coney Island, grant application for historical interpretation of Coney Island. Construction items consist of TH 5 Regional Trail, Coney Island and LWP Phase 1 development, LWP Trail/MCES sewer project, MN River Bluffs Trail, railroad and park stewardship projects.

2020 proposed items could consist of planning activities for regional solicitation, parks and trails master plans, parks natural resource management plan, construction items could consist of LWP restroom building, playground, BP visitor Center roof, land reimbursement, LWP fishing pier, Dakota Trail sealcoating, railroad stewardship, acquisition of Lake Minnetonka Regional trail, and other park stewardship projects.

2021 proposed items could consist of planning activities such as resource management plans, recreation management plans, Baylor Park visitor center plan, construction items might consist of LMP visitor contract station, BP camper cabins, BP beach redevelopment, Cty. Rd. 10 Trailhead construction, railroad stewardship and other park stewardship projects.

2022 proposed items could consist of planning activities for Regional trail solicitation, park and trail master plan, construction items could consist of BP visitor center restrooms, lobby, community room, BP deck replacement, land reimbursement, natural resource management delivery, railroad and other park stewardship projects.

2023 proposed items could consist of planning activities for Regional trail solicitation, park and trail master plan, construction items could consist of LMP playground replacement, LMP concession stand remodel, land acquisition, development of LWP and parks and trails stewardship projects.

2024 and beyond proposed could consist of planning master plans and construction items could consist of Luce Line Trail connection, LMP trail lighting, BP pavement overlay, BP splash pad, off-leash dog swim pond, repurposing caretakers house at BP and LMP, Cty Rd trailhead, overlays for parking lots at BP and LMP and other stewardship projects.

Staff shared issues and opportunities with the investment into Coney Island which will create demand for access to island and having an operational plan. Site grading at LWP for utilities and having funding for facilities such as restrooms, shelters and playground.

Staff stated that for 2020 – 2024 there is no federal funding for trail projects. Parks and Trails Legacy Funds are freed up for other park projects. Staff shared awareness that the TH5 RT project is requiring a lot of resources and in turn other projects are delayed. The cost to clean up Coney Island is unknown. We are unsure if we will be able to get everything cleaned up on the island. LWP main park area, we don't have a complete plan at this time and are unsure on unanticipated facility gaps. We don't have a mid to longer term commitment on the Waconia Event Center.

Staff shared the items that were presented for consideration for each park in order of importance.

Staff stated that they will bring this back to the park commission members next month if they like to see things differently let staff know.

Questions or Comments:

Manders asked about the ash borer and the expense of this and were this might come into play; Staff stated that we hope to be able to apply for grants for this and maybe having the natural resource management plan will address the process and funding sources.

Kobilarcsik asked about the off road bike trails; staff stated that having a bike trail in LMP park is not consistent with master plan at this point and stated that Chaska is working on an off road biking area. This may take a little pressure off of the park, but it is something we might want to consider to put on our listing for a study or planning activity.

No other Comments or Questions

Staff Reports: (7:50 p.m.)

A. Lake Waconia Regional Park

i. Construction Planning

Staff shared general planning sheets on the Lake Waconia Regional Park on the overall utility layout plan, explaining the general location of the utilities placement inside the park. Staff stated that the development to the north of the park wants to hook to these sewer utilities and if that happens then it would become a city sewer system. There is also conversation with developers around the east side lake wanting a trunk sewer line to come through the park, staff will be having a conversation with city staff also stating that if this does happen, what is the timeline for that project. Staff shared locations of water lines and possible locations of facilities. Staff also shared pond areas within the park, and the grading work. Staff stated that work is ongoing with these plans.

ii. Ballroom Analysis

HGA architect was selected to do analysis on the Event Center and that work should begin shortly.

B. MN River Bluffs Slope Failure

Staff stated that the things have been going back and forth on Memo of Understanding. Then we will work through a purchase agreement. We have submitted the master plan to Metropolitan Council and that should be addressed in November. When the plan is approved, we would be eligible for funding, but we are competing with other agencies and not sure where we will be in the mix. If not able to secure money, then the trail fix might be delayed.

C. TH 5 Arboretum Regional Trail Connection

Alignment for the trail has been determined within the arboretum, there are five water permitting agencies involved with this process due to a portion of the trail being located close to the wetlands. Permitting authorities would like to see a boardwalk and that would cost a lot of money. There are other issues that come along with a boardwalk. Staff stated that there is really not another alternative to avoid wetland impacts unless we come further into the Arboretum and they are not in favor of that.

D. Park Operations & Recreation Services updates:

Staff stated that we are at the tail end of services; the campground closes after this weekend. Gatehouses are pretty much done being staffed, we have had some fall services but wrapping up for season.

E. Reservation & Point-of-Sale Software System Upgrade

Staff shared with park commission members that we will be upgrading our reservation software using the current vendor, contract should be in place by end of this week. Upgrading software should allow us the capability to have year around camping reservation service. The vendor that we use is based out of California and works with a lot of county agencies. We will have the capabilities to use iPads and use more technology.

Program Reports:

Staff shared the numbers for the free Sunday afternoon in the parks from this past summer; staff stated that the numbers are higher than anticipated considering how little the program was advertised.

Staff shared that the trail of fun event will be taking place on Friday the 19th at Athletic Park in Chaska, third year for this event.

Staff shared a picture of a small private program group that came out to park to do a nature hike.

Staff shared that they received grant dollars to help purchase a voyager canoe that they will order through a local vendor, stating that it takes about six months for the canoes to be built, hope to have by mid-summer. The canoe weighs approximately, 200#, 22ft long, and holds ten people.

Coney Island cleanups were a big success this past fall a good start to the cleanup of the island. Staff stated that we will have more events in 2019. Discussion had on what type of items been removed.

Staff shared that they will be partnering with IDS#112 by providing programming at Riverview Terrence in Chaska. They have obtained a shelter at the location to provide programming. Staff thinks that this will open up a larger population to the programming. Staff will bring more information as things get worked out.

Staff shared that the City of Carver will be upgrading their flood control system and there might be some disturbance to the trail around Casey Gas station and Riverside Park.

Commission Member Reports: (8:14 p.m.)

Boettcher had commented before he left that the area at Lake Minnewashta Regional Park where the old house was looks very nice; even saw a deer standing on the site!

Bruner shared his thoughts on the Metropolitan Council last meeting on metro area flooding and causes, stated that the council is very professional and he has taken a different point of view about the council.

Aasen stated that he was in Bayfield and stated that they had used 2x6 to create block to keep trails for eroding, and also shared a picture of a concrete picnic table.

Manders shared his experience on the nine mile creek trail out of Hopkins and how much boardwalk they have used on that trail.

Next Meeting Date: (8:19 p.m.)

Next meeting will be on November 14, 2018 Meeting will be held at Public Works building in Cologne at 6:30p.m.

Adjourn Meeting: (8:19 p.m.)

Bruner motioned to adjourn the meeting.

Kobilarcsik seconded the motion.

Motion passed 4 to 0 – (Boettcher left at 8:00pm).

Final Minutes prepared by Connie Keller

Approved by Commission Chair

James P. Manders