



CARVER COUNTY PARKS

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Division of Public Works

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Park Commission Meeting **Wednesday, April 12th, 2017**

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 March 8, 2017 Regular Meeting Minutes (6:32 p.m.)
- 3) Additions or Deletions to the Agenda (6:35 p.m.)
- 4) Approval of Agenda (6:36 p.m.)
- 5) Commissioner Liaison Report (6:40 p.m.)
- 6) Open to the Public (6:45 p.m.)
- 7) Discussion (6:50 p.m.)
 - a. Chemical Applications
 - b. 2018- 2022 Draft CIP
- 8) New Business (7:20 p.m.)
 - a. Bid Award Recommendation for the MN River Bluffs Regional Trail
- 9) Staff Reports (7:40 p.m.)
 - a. Legislative Update
 - b. Park Operations and Recreation Services Update
 - i. Erosion Control Concepts North Shore Road
 - ii. County Road 10 Trailhead
 - iii. AIS 2017 Program
 - iv. Special Event Requests
 - c. Historical Consulting Work – Coney Island
 - d. TH 5 Regional Trail Update & Public Open House
 - e. 2018 Budget Cycle
 - f. Dakota Rail Regional Trail – Installation of Flexible Delineators
- 10) Commission Member Reports (8:00 p.m.)
- 11) Set Next Tour/Meeting Date (8:05p.m.) – Proposed Date May 10, 2017
- 12) Adjourn Meeting (8:10 p.m.)

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

Meeting Minutes

March 8, 2017

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

Staff Present: Marty Walsh, Sam Pertz, Connie Keller

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 February 8, 2017 regular meeting minutes Trick seconded the motion.
Motion passed 7 to 0

Additions/Deletions to the Agenda: **(6:30 p.m.)**
None

Approval of Agenda: **(6:30 p.m.)**
Boettcher motioned to approve meeting agenda
Aasen seconded the motion.
Motion passed 7 to 0.

Commissioner Liaison Report: **(6:30p.m.)**
Not Present

Open to the Public: **(6:30 p.m.)**
None Present

Discussion: **(6:30p.m.)**

A. Chemical Applications

Staff shared with Park Commission members the agenda item on chemical applications at the parks this item was brought to us by a park user, who stated that they were unable to attend this meeting, but would come to April meeting.

Staff commented that it is a good idea to have a policy on chemical application. Staff shared information what chemicals are being used in the parks and trails and also shared maps of all three parks which indicated areas that were being treated and how often treatment was taking place in each area. Staff shared that the areas sprayed for broadleaf are only sprayed every five to ten years and that the gravel parking lots are being sprayed with roundup yearly. Staff stated that the beach area is also treated at Lake Minnewashta Park, which is signed at gate house when treated which is twice a year.

Discussion was had on impact on bee's and information and data on the internet about products and effect. Also brought up was what mosquito control is using when they are coming out to the parks to spray.

Staff stated that this a introduction to what products are being applied at the parks and what we are doing before considering policy language.

Staff shared other product information that is used in parks and what these items are being used on.

Staff stated this is an item to be continued and if there are any items that the Park Commission would like information on to let staff know, we will revisit topic at next month's meeting.

Questions or Comments:

Bruner asked about what type of chemical is being used: staff stated that the product names is called Shredder, the products have cautionary warning labels on them and this product is the lowest level of toxicity to humans, staff also stated we also use roundup type product which is used on parking lot areas.

Boettcher asked if any of the other parks in the state using the same type of products; Staff stated that they believe that they are by looking at their policies.

Manders asked about the trails at Baylor Park; Staff shared what types of trails are located at Baylor and that they are crushed rock type trails and get a lot of use.

Lagergren asked if we call mosquito control to come out to parks; staff stated that we are in the treatment area but we will give them a list of times that we would like the area treated.

Aasen asked if we sign the areas being sprayed; Staff stated that we need to do a better job on signing these areas going forward and how long the sign's would need to be up.

Manders asked about how much of park area is mowed at Lake Minnewashta; Staff showed on a map the areas that are mowed at the park.

Lagergren asked how often do we seed; Staff stated that only time is reestablishing an area like when we removed the tennis courts at Baylor Park or the small sledding hill at Lake Minnewashta but not very often.

Manders asked if we need certified staff doing the applications; Staff stated that they are looking into what is required and also stated that the Highways has certified staff that we can get direction from.

Bruner asked if the County sprays invasive plants; Staff stated that wild parsnip has popped up at Lake Waconia Park and the Highways Department has been spraying the ditches to help control this invasive plant. Discussion was had on the removal of other invasive plants in the parks and how these items are being controlled.

Kobilarcsik stated that it seems like a small percentage of area being sprayed and not being done very often; Staff stated that we could get better at signage and a policy and when things are being treated.

Manders asked if we spray the trails; Staff stated that trees with aggressive root systems are treated and we did treat the edge of the trail when we seal coated the Dakota Rail Regional Trail to clear vegetation from the edge of the trail..

No Other Questions or Comments

New Business: (7:01p.m.)

A. Use Permit Procedure

Staff shared with Park Commission members that the special event policy that was drafted in December was brought forward and additional input from the Attorney's Office and the policy has been sidelined and a use permit procedure was suggested and a new procedure was drafted.

Staff shared with the Park Commission the desire from the County Board to be more efficient with their time and have less special event request come to them as unresolved issues or last minute requests.

Staff presented to the Park Commission the power point that was presented to the County Board, which covered types of permits, desire for less special events to come to the Board, improving timeline and reduce last minute

permits. Procedure will cover groups of 20 or more that are requesting special use of parks, covered timeline for these events and having an application for event into parks at least 120 days before event. Staff shared examples of previous groups and timeline when items needed to be into the Parks Department to be put on the consent agenda for County Board.

Staff shared with the Park Commission the new drafted policy and indicated when they would get involved within this procedure, also sharing that Risk Management wanted to add the insurance limits to this policy.

Staff also shared items on county ordinances that County Board approves and if some of these approvals can be moved over to staff for approval, items like hours, approval of use permits, park fees, reduce or eliminated fees, alcohol consumption in designated areas, approve charitable gambling, store of personal property, possess of fire or discharge of firearm, fireworks, sale of goods & services, commercial picture video, motion picture, pet exercise area, loud speaker, public meetings, amusement contraption, swimming other than beaches.

Staff asked if this procedure could go to County Board or if the Park Commission would like to look it over a little more before we push to County Board.

Discussion was had on ordinance items and if the Park Commission would like to see an adjustment to any of these items for approval. Park Commission stated they think the Director should have more authorization, staff stated that if they are uncomfortable with a particular request they could always bring it to the County Board.

Staff asked Park Commission if any of them had any objecting to bring to County Board that staff be given more authority with some of the park ordinance items; Park Commission members are all favor of given staff more authority.

Staff stated we are moving forward in implementing this procedure and requesting groups give us the 120 days to get everything taking care of before their event.

Park Commission members do not object to procedure presented to them.

Questions or Comments:

Aasen asked about fishing tournaments; Staff stated that the smaller tournaments usually did not impact the parks, but if they wanted to use all the boat landing spots then that would impact the park and they would have to go through the procedure. Discussion was had on this topic and if the DNR launch at Lake Waconia Park would impact the park.

Manders asked about the insurance requirements and the cost to have this type of policy and what type of groups would need this policy; Staff explained what type of activities would have to supply this policy and staff didn't have an exact cost on policy but could run from five hundred to over thousand depending on type of activity.

Manders asked about the photo permit; Staff stated it is for commercial type pictures (weddings, graduations, etc.).

Manders asked if this policy will be posted online or do we give to groups when they call in; Staff stated that we can post and give to them at time of contact.

No other questions or comments.

Staff Reports: (7:38 p.m.)

A. SHIP Grant Application for Bikes

Staff shared that they are working with Public Health to see if some of the money they received from a SHIP grant could be used to help the Parks Department purchase some bikes to use for programming, day camps, bike connect and other park uses. Staff stated that they hope to hear if they get the funds by summer, so they could get bikes to use this summer. They have gotten a quote from a local bike shop so they are already to go if they get the funds.

Questions or Comments:

Manders asked about the types of bikes are planned; Staff stated just regular bikes at this point.

Lagergren asked about how many bikes are been planned; Staff stated about a dozen.

Aasen stated that if we are thinking about getting fat tire bikes we would need more funds.

No other Questions or Comments

B. Legislative Update

Staff shared that the O & M funding hearing will be next Tuesday, also stating that the Met Council is asking for 10 million and regional implementing agencies are asking for double that.

Bonding for regional parks there is a range from 5 million to 10 million and explained the amount that Carver County would get possible get from those funds. It's kind of a wait and see approach, it will probably pass at very end of session.

Legacy fund bills have been introduce in to different committees without to many issues. Representative Nash has introduced bill for Coney Island to use Legacy funds, this is not supported by the County due to the Legacy funds being a part of all implementing agencies formula allocation. Staff explained why using legacy funds for Coney Island would reduce funds to other implementing agencies.

Staff stated that the budget forecast is favorable, there may be more funds available; a calculation has not been made at this time.

Questions or Comments:

Bruner stated that he heard we were going to ask for seven million; Staff stated that we asked six million in bonding dollars and 4 million in County dollars. The intent is to introduce the legislation, and get this on the radar for maybe next year and get on the Governor's Bonding Tour.

Aasen asked about the operations and maintenance funding and what are the house and senate file numbers; Staff shared those numbers they are O & M (8.54M) Senate File 723 and House File 888 and O & M (20M) House File 1790 and Senate File 1546.

No Other Questions or Comments

C. Park Operations and Recreation Services Update

Staff shared that we are gearing up for staffing for park service attendants, recreation service, maintenance staff and campground attendant. Staff stated that we are getting more interest for recreation staff than we have had in the past.

Staff stated that we lost one of our campground hosts for this summer so we are down one and will be looking to fill that position as quickly as possible.

Staff stated that recreation services had a pretty good winter considering the snow conditions, we had approximately 800 people come out with our special events and other recreation activities this winter. We are hoping to double this number with our maple syruping activates that start the week of March 13th with approximately 600 kids coming out for programming and ending with our Maple Syrup Open House on March 18th. Staff asked if any of the Park Commission members would like to come out and help to let them know.

Staff also stated that they are taking on some big school groups coming out for programing, and getting all set for the busy summer season.

Questions or Comments:

Manders asked how the maple flow is going; Staff stated that it was going pretty good with the warmer temperatures but slowed down a bit.

No other questions or comments

D. MN River Bluffs Regional Trail

Staff shared that the project is being advertising now and bids are due back by March 30th. Staff will have bid information at April meeting.

Project will have a 45 day construction window – should be started early spring and be done by end of July.

Questions or Comments:

Manders asked if all the approvals have been obtained; staff stated yes meeting with Three Rivers Park to discussion construction around the kiosk area on Bluff Creek Drive.

No other questions or comments

E. Historical Consulting Work – Coney Island

Staff stated that we are now working on a Phase II study after getting the Phase I study done; staff will amend the current contract to get this additional work done. Staff is hopeful to start this Phase II study in April and this work will go back and look at the areas were they found significant items and expand the excavation area. Staff stated that there will be a press release coming out explaining the process.

Staff stated that the Phase II is a lengthy process which could take until the end of June and then information will go to SHIPO for review so that could put us to end of July. Staff is hoping then they can have a plan on removal of hazards on the island.

Staff also stated that while the archology work is being done, there are plans to GPS in these locations. Then we can overlay the existing master plan, revise the trails to avoid these areas and be as efficient as possible in developing plans.

F. TH 5 Regional Trail Update & Public Open House

Staff updated Park Commission members that there are plans for a public open house on Wednesday March 15th at the Chanhassen Rec Center. Still working on the location of trail and working with U of M Arboretum on location.

Discussion was had on different areas and options for this trail.

Commission Member Reports: (8:04 p.m.)

Bruner stated he was at the Watertown Township meeting and it was brought up if there are any park and trails planned for Watertown Township; Staff stated that there is nothing planned. He also asked about the trail connection at the NW corner of Hennepin, Wright County and Carver County to connect to the Luce Line trail, staff stated that this is in the Three Rivers Park District master plan and we have not recognized that connection in the Comprehensive plan yet.

Boettcher stated that he was at the dog park at Lake Minnewashta recently and was happy to see a sheriff's deputy at the park enforcing the rules.

Manders stated that there was an article in the paper from February 26th about veteran's memorials and there is a old state law if funded by county board were they could be located. He was wondering if the one planned was funded by the County. Staff stated that the construction is not being funded but the property is owned by County Regional Rail Authority. Discussion was had on article.

No other reports

Next Meeting Date: (8:11 p.m.)

Next meeting will be on April 12, 2017 at 6:30p.m. Meeting will be held at the Public Works Building in Cologne.

Adjourn Meeting: (8:11 p.m.)

Trick motioned to adjourn the meeting

Aasen seconded the motion.

Motion passed 7 to 0.

Final Minutes prepared by Connie Keller

Approved by Commission Chair

A handwritten signature in blue ink, reading "James P. Manders", is written over a horizontal line. The signature is cursive and extends above and below the line.