



## CARVER COUNTY PARKS

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Division of Public Works

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### Park Commission Meeting Wednesday, June 14<sup>th</sup>, 2017

**6:30p.m. Waconia Event Center/ Waconia Regional Park Tour**

**7:30 p.m. Regular Meeting**  
**Lake Waconia Regional Park**  
**8170 Paradise Lane,**  
**Waconia, MN 55387**

#### Agenda

- 1) Call Meeting to Order, Roll Call (7:30 p.m.)
- 2) Approval of the May 10, 2017 Regular Meeting Minutes (7:31 p.m.)
- 3) Additions or Deletions to the Agenda (7:32 p.m.)
- 4) Approval of Agenda (7:33 p.m.)
- 5) Commissioner Liaison Report (7:34 p.m.)
- 6) Open to the Public (7:40 p.m.)
- 7) Old Business (7:45 p.m.)
  - a. Draft Park Ordinance Changes
- 8) Discussion (8:00 p.m.)
  - a. Preliminary 2018 O & M Budget
  - b. Preliminary 2019-2023 Long Term Financial Plan
- 9) Staff Reports (8:30 p.m.)
  - a. Legislative Update
  - b. Park Operations and Recreation Services Update
    - i. Historical Consulting Work – Coney Island
    - ii. County Road 10 Trailhead
    - iii. North Shore Road Erosion/Restricted Access Plan
  - c. TH 5 Regional Trail Update
  - d. Construction of the MN River Bluffs Regional Trail
  - e. ParkSide Church Easement Request
- 10) Commission Member Reports (8:45 p.m.)
- 11) Set Next Tour/Meeting Date (8:50p.m.) – Proposed Date July 12, 2017
- 12) Adjourn Meeting (8:55 p.m.)

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

# Meeting Minutes

## May 10<sup>th</sup>, 2017

**Members Present:** Carroll Aasen, Curt Kobilarcsik, Ron Trick, Jim Boettcher, Gerald Bruner, Jim Manders and Commissioner Lynch

**Staff Present:** Marty Walsh, Connie Keller, Sam Pertz, Jessica Fenn

**Tour of Baylor Park:** Park Commission members, Staff and Campground Hosts did a walking tour of Baylor Park - areas covered were the community room, deck area and potential improvements to deck area, new woodshed built by staff, Boardwalk and a tour of the observatory given by MAS member Mr. Hiltner, he also shared a list of items that the MAS members like to get done at the observatory.

**Call to Order:** Manders, called the meeting to order at **(8:06p.m.)**

**Approval of Minutes:** **(8:06p.m.)**  
Trick motioned to approve the minutes of the April 12<sup>th</sup>, 2017 regular meeting minutes Bruner seconded the motion.  
Motion passed 6 to 0

**Additions/Deletions to the Agenda:** **(8:07p.m.)**  
None

**Approval of Agenda:** **(8:07 p.m.)**  
Bruner motioned to approve meeting agenda  
Trick seconded the motion.  
Motion passed 6 to 0

**Commissioner Liaison Report:** **(8:07p.m.)**  
No Comments

**Open to the Public:** **(8:07 p.m.)**  
None Present

**New Business:** **(8:08p.m.)**

### **A. Draft Park Ordinance Changes**

Staff stated that the draft special use procedure has impacted the park ordinance so the ordinances are being updated so there is not conflicting information; staff shared the park ordinance and what is proposed to be changed in the ordinance document. Staff stated that most of the changes are housekeeping items like changing parks division to parks department, and approvals of items from Board to Parks Director and designee. Some language changes for loud speakers.

Staff shared their comments on the ordinance and stated that they noted those on the documents and shared those with Park Commission members. These changes will go back to attorney's office for their approvals and changes to the ordinance.

Staff stated that what is missing is an administrative ticketing process for our county sheriff office instead of putting through state or county system if you are in violation of park ordinance at parks which would bring a fine; an administrative ticket fine would not show up on your record, but if you want to protest then you would go through the court system. Staff stated that the attorneys are looking into; there might be some issues with our

ordinances and the county ordinance might need to be adjusted in order to have this process and is it worth all the work.

- Bruner asked if administrative tickets given out by parks staff; Staff stated no still with Sheriff's Department.

Staff stated if Park Commission members don't have any issues with changes we will go forward and staff will bring back when in final form for Park Commission approval.

Questions or Comments:

Manders asked about the smoking ordinance in the parks; Staff shared that park ordinance about smoking in the parks; Manders stated he brought it up due to Minneapolis parks passing a non-smoking ordinance in there parks.

No other Questions or Comments.

### **B. Request to Recommend Approval of Special Use Permits**

Staff reviewed the reason behind the need for the procedure policy and also stated that the policy is still in draft form; staff stated that we are moving forward with groups with the draft policy and seeking that the groups fill out the special event form, that we collect insurance certificates and collect a plan for their event at the parks and trails. Staff shared a list of events that would be taking place in June and early July sharing the event, number of years having there event in the parks or trails, event numbers and revenue collected from each group.

Staff shared the process of putting these and other events on the Board consent agenda, staff stated that if the Park Commission didn't approve an event that was brought to parks that it could go to Board as a consent item for them to approve or an agenda item for them to discuss for approval.

Staff is requesting that the Park Commission recommend for approval of special event use for groups presented and if they wanted to see all the information that we collect.

Boettcher motioned to approve the five events presented.

Aasen second the motion

All in favor 6 to 0

Questions or Comments:

Bruner asked about the fees for the groups; Staff shared our fee schedule and how it works for each group.

Bruner asked if we are trying to get more of these events; Staff stated that we don't go out to get them, but we are getting more and more.

Boettcher asked about the time frame for getting items in to parks; Staff stated 120 days.

Boettcher asked about if we have enough parking for these events; Staff stated that at this time we have not had any issues but if events become bigger we may have to request off-site parking.

No other Questions or Comments.

### **Staff Reports:** (8:35 p.m.)

#### **A. Recreation Service Presentation**

Staff presented to Park Commission a paper point on recreation services that are being offered and branding, shared postcard that went out to the areas in carver county that are not incorporated and don't get mailings from some of the partnering agencies. Staff shared marketing strategy that list community partners, and also stated that programs are also being held outside of the park areas. Staff stated that they send out email blasts for events, open

house, updates for the parks department and invited the Park Commission to sign up for these emails, staff also stated they use Facebook, Twitter which gets information out to all ages.

Staff stated that all registration sites are open through the partners for all programs that are being offered. Staff stated that registration is going well and things are filling up.

Staff shared new and expanded events that will be offered this year such as the Baylor Park Bonanza for the first weekend of camping, the Yappy Hour at the off leash dog park, Nordic walking to name a few. Staff also shared that they have been booking a lot of large school groups for programming.

Staff stated that the Paddle and Grub Club is a very popular program and we have added another section to series and we have a new partnership with boys and girls club and trying voguer canoes, we are offering more river trips

- Manders asked what rivers; Staff stated that we will focus on the MN River and try the Crow River for the more experienced paddlers.

Staff shared the 4<sup>th</sup> annual Bike Konnect information with a reduce price this year and health and wellness groups setup at the end of race.

Staff shared information on the youth camps and the expanded offerings for some of these camps.

Staff shared a trend that large school groups coming out and word is getting out for other groups and see more of these coming out to park. Staff stated that they are going to try and consolidate programs with more than one partnership so they have more success in filling these public programs.

Staff shared that they have enhanced outreach program with money received through the Met Council with trail intercept, to talk about trail and get comments. Parks is going to participate with other agencies with a river demo and a Vet 5K and also the celebrate summer with going to different communities that don't have access to parks.

Staff stated that as our programs grow so does the need for volunteers.

Questions or Comments:

Manders asked about the Yappy Hour when it will be; Staff stated in May and again in August.

No other Questions or Comments.

### **B. Legislative Update**

Staff shared that the O & M funding is similar as in the past, staff shared that the trail count that was calculated in error a couple of years ago because of this error we will be getting less funds then in past years. Staff have accounted for this lower amount.

Staff stated that the Senate and Finance committee (LCCMR) Met Council gets about 1.5million for land acquisition from them, and stated that the governor is working this buffer program CRP (conservation reserve program) and looking to raid this fund from LCCMR for CRP which would take dollars away for agencies that typically get these funds.

Legacy funding is on track and nothing to change or substantial funding – but is in a tangled web with the clean water bill and not moving through as quickly as we thought.

Staff stated that even years are usually bonding years, but because one was not passed in 2016 they have resurrected for 2017 and we will not know outcome until the end of the legislative session.

Questions or Comments:

Boettcher asked if anything is coming with the FEMA request for the trail; Staff stated that additional information was needed and now they have said they will get back to us by end of May and stated that they might not be able to address.

Staff explained the process of FEMA and the HCRRA and the scenario's for a fix for this trail portion.

**C. Park Operations and Recreation Service Update**

Staff shared that the campground will open this weekend and go through the mid October and training will begin later this month for summer staff. Lifeguard service and rental programming will start in June.

Operation for goose management is ready to go and permit has been completed/approved by all parties, staff stated that we will wait and see what shows up for bird numbers before coordinating with the vendor.

**i. Historical Consulting Work – Coney Island**

Phase II is behind from original schedule due to transportation to island, but they will be out there starting this week and ongoing until end of June.

**ii. County Road 10 Trailhead**

Staff shared with Park Commission the paper point and shared the realignment of the parking lot to face east instead of facing west. Staff shared that some of the land is under CRP and there is a cost to get out of this program and we are looking at the pros and cons. The county would like to create a wetland banking area and harvest some of the materials and building up the area, which we hope will bring cost down. Staff will do some more reach on this.

**iii. North Shore Road Erosion/Restricted Access Plan**

Staff shared a revised concept plan for the North Shore Road Erosion which will go to the Board for conversation. Staff also shared other plans as presented in past meetings. Staff stated that they were contacted from property owner wanting no parking signs for Brekke Road. Staff stated that there have been a number of calls about the no parking on North Shore Road.

**D. TH 5 Regional trail Update & Public Open House**

Staff stated that were at the Arboretum and had contact with about 100 people on the trail and had no negative comments. The next schedule event is a pop up at Lifetime Fitness and a public open house on May 23<sup>rd</sup> at the Chanhassen Rec Center which will be held out at the warming house picnic shelter area. Staff is working on a feature article for the press which should come out in the paper next week.

Staff stated that after this last open house we will put the collected information together and meet with the task force group then a draft plan will come out the end of June first of July and will be reviewed by task force then brought to the Park Commission for review then this draft will go to County Board then to Metropolitan Council by late fall.

Staff stated there is also a Survey Monkey out there for feedback and what people think of trail.

**E. Dakota Rail Regional Trail – Installation of Flexible Delineators**

Staff stated that we did test the different layouts for the delineators taking in consideration for the child carriers and now have come up with a different design. Staff shared the new layout and stated these will be placed at four locations on the Dakota Rail Trail and hope to get them up next week.

**F. Construction of the MN River Bluffs Regional Trail**

Staff stated that the construction on the trail is to begin on May 22<sup>nd</sup>; we have posted signs on the trail to indicate this construction.

**G. ParkSide Church Easement Request**

Staff stated that we are requesting an easement for this project and it is on the County Board agenda for next week for consent of this easement. Staff stated that the church will end up paying a small amount to the environmental natural trust fund, but the County or Metropolitan Council is not asking for reimbursement for our share of the easement. Church has provided a document that they will restore the area and other documents. There is a step yet with the Metropolitan Council and hope to have by end of May or June. Church would like to start in June with project.

No Comments or Questions.

**Commission Member Reports: (9:22 p.m.)**

Aasen commented that he is seeing more sheriff patrols at Lake Minnewashta Park; Staff stated that they are doing a good job at the parks.

Boettcher stated he will not be at meeting next month.

Trick stated that there was a nice article in star tribune paper about the observatory at Baylor Park.

**Next Meeting Date: (9:24 p.m.)**

Next meeting will be on June 14<sup>th</sup>, 2017 at 6:30p.m. Meeting will be held Lake Waconia Regional Park meet at ballroom. Brief conversation was had on the content for the next meeting agenda.

**Adjourn Meeting: (9:31p.m.)**

Aasen motioned to adjourn the meeting

Boettcher seconded the motion.

Motion passed 6 to 0

Final Minutes prepared by Connie Keller

Approved by Commission Chair

