



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

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**Park Commission Meeting  
Wednesday, December 13<sup>th</sup>, 2017  
6:30pm**

**Public Works Headquarters Building  
Meeting Room 2  
11360 Hwy 212  
Cologne, MN 55322**

**Regular Meeting Agenda**

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the November 8, 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. Special Event Permit Recommendation – Minnetonka Middle School XC Ski Activities
- 8) Discussion (6:55 p.m.)
  - a. Review Draft 2040 Comprehensive Plan
  - b. Parks and Trails Legacy Fund Requests
    - i. State Fiscal Year 2020 & 2021
- 9) Staff Reports (7:50 p.m.)
  - a. Northshore Rd. & DRT Informal Use Area
  - b. TH 5 Regional Trail Master Plan
  - c. TH 5 Regional Trail Construction Planning
  - 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
    - i. Marketing & Advertising Initiatives
  - g. Update on Veterans Memorial
- 10) Commission Member Reports (8:30 p.m.)
- 11) Set Next Meeting Date (8:35 p.m.) – Proposed Date January 10, 2018
- 12) Adjourn Meeting (8:40 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

November 8, 2017

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

**Staff Present:** Marty Walsh, Connie Keller, Sam Pertz, Austin Eschweiler

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

**Approval of Minutes:** **(6:30p.m.)**  
Bruner motioned to approve the minutes of the October 11, 2017 regular meeting minutes Boettcher seconded the motion.  
Motion passed 7 to 0

**Additions/Deletions to the Agenda:** **(6:30p.m.)**  
Introduction of new Park Staff

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

**Commissioner Liaison Report:** **(6:31p.m.)**  
Not present

**Open to the Public:** **(6:32 p.m.)**  
None Present

## **Introduction of New Park Staff (6:32 p.m.)**

Staff introduces the new staff member that will be filling the Recreation & Volunteer Specialist position that was vacated this past summer. Eschweiler shared with park commission members his background and his work with other park agencies. Staff stated that Eschweiler will come back next year to report on recreation services.

## **New Business** **(6:37 p.m.)**

### ***A. 2018 Park Fess Schedule***

Staff shared list of proposed fees that staff are planning on changing in 2018. Staff shared which park fees they are proposing the new fees and the reasoning behind the increase. Also added was a new tier to the special use permit users and a new fee for adding a parking rate for some of the shelter users. Staff stated that they reached out to other park agencies to see what fees they are charging to get some comparison.

These increase fee amount will not amount to a lot of additional revenue, it's more to be in-line to other agencies.

Staff stated that these new fees will not add a significant amount of revenue to our bottom line.

Aasen recommended making a motion to approve the proposed increased fees.

Lagergren second the motion

All in favor motion passes 7 to 0

Questions or Comments:

Trick asked about the camping utility sites at the campground; Staff stated these sites have power and water and the primitive sites do not have electric or water. Staff also shared that primitive sites are on the decline in use.

Aasen asked about the utility cost and why not increase it higher or offer a discount on second night; Staff explained the reasoning behind the slight increase and not wanting to do a discount.

Boettcher asked about the shelter #5 and if we charge a resident rate or non-resident; Staff stated that because we are a Regional Park Agency funded with regional dollars we cannot differentiate resident/non-resident.

Lagergen asked about revenues. Staff stated that shelters are about the same as last year, camping is up slightly for utilities sites and tenting is down.

Manders asked about other agencies fees and the administrative work to keep track of permits. He is wondering will we ever get to the point we will not have a fee to enter the park. Staff stated in order to eliminate the fee the County would have to come up with the difference and in order to charge a separate fee for Dog Park, launching boats we would need more staff to monitor this; discussion ensued on entrance fees our park and at other parks.

Bruner stated that if tenting is down, can we drop the rate. Staff stated that we have looked at and we have offered one night of tenting on weekends, offered a discount the first weekend of camping, and midweek specials.

Trick stated that we should add additional utility sites to campground; Bruner asked how much it would cost to add more utilities sites. Staff stated it cost more than you think and the cost to the utility bills would be more.

Manders asked what other agencies charge entrance fee; Staff stated Washington and Anoka County.

No other Comments or Questions.

***B. Special Event Permit Recommendation – Snow Runners Vintage Snowmobile Event***

Staff shared the special event permit for the Snow Runners Vintage snowmobile event that will take place in January. Staff reviewed dates, times, location, event activates and other event information. Staff shared that this event is over 3000 people per day during the weekend. It is a large event with significant parking on site and use of the event center with exhibitors and food vendors.

Staff shared the other permits that they will need to pull with the city, township, DNR and coordinating with the Sheriff's Department and other emergency services. Staff stated that they also request that a small group be allowed to stay overnight for the security of the area over the weekend.

Staff shared special event fees that are associated with this group and that they have been coming out to the park for the last 10+ years. Staff is working with this group to get them into the right tier for the special event fees associated with a group this large. This event brings a lot of people into the area and into the park.

Staff stated this permit will go to the board for approval at the end of November, with park commission approving permit. Staff stated that they have been requested to get these event requests to board in plenty of time for approval.

Trick motioned to approve special use permit to go to county board.

Aasen second the motion.

All in favor 7 to 0.

Questions or Comments:

Manders asked if this information is forward to the Sheriff's Department; Staff stated that they are working with the Sheriff's Department. They do a good job with this event.

Kobilarcsik asked if there will be any other large events at Waconia; Staff stated we will have more events next year; this event is by far the largest group.



No other Comments or Questions

**Discussion** (7:15 p.m.)

**A. Comprehensive Plan Update**

Staff shared the draft 2040 Comprehensive Plan and highlighted the changes to be made. Staff stated that there are not a lot of changes and is much like the 2030 Comprehensive Plan.

Staff shared a map of the park areas in the county which showed our parks and other agency parks and open space areas. A graph on population forecast between 2020 – 2040 was shared which shows a rapid growth for Carver County. Also shared was a chart showing the demographic of population by household.

Staff asked the park commission members to review the mission vision and goals statement of the document and if there is something that stands out to them to bring to the next meeting. Staff reviewed some of the mission and goals in the document.

Staff shared that there are some carryovers updates from the 2030 plan to the 2040 plan and they question if these items need to be carried over. Examples complete streets, public health, air quality, and food access.

Also shared and reviewed goal statement and policy statements of the document. Pointing out some of the new features like special recreation features, bridging facilities, and trail acquisition. Staff shared examples of some of these special recreation features and how these could be applied in Carver County. Bridging facilities is to help introduce people to outdoor recreation. New trail acquisition development is a new policy and this language was not in the previous document. Also new is the cost participation policy and regional bikeway transit network information. The section on community participation has been reworded in this document.

Staff shared the parks plan area in document stating this area largely has the same content as previous document also sharing the park amenities and the existing county regional parks map of the county.

Staff shared items for each park of what exists in parks and the items to be upgraded like the master plan for Baylor Park, adding more utility sites for camping, parking improvements, repurposing beach area, etc. For Lake Minnewashta Park, updating the master plan with items that have been added and including future initiatives to park. For the Lake Waconia Park, updating the master plan information and adding future initiative for the park.

Shared plan of other existing park areas and open spaces in Carver County and proposed possible future park areas. Stated in the comp plan is a recognition that a deficiency of open space exists in the NW quadrant of Carver County.

Staff shared the bike trail plan and what it would look like in the 2040 Comprehensive Plan, explaining the different trails on the map; staff also stated they have differences on how the trails are labeled on the plan. Consultant has added the TH5 trail in Norwood Young America to Waconia which is not on the current plan. Staff also commented on the destination trails and how staff and consultant differ on how those trails are also labeled on the plans. The way the trails are labeled is inconsistent with the trails cost participation policy. Staff also stated that some of the destination trails they would like to be moved to Regional Linking Trails.

Staff stated that new to the document are water trails, which includes the MN River and Crow River.

Staff shared planning initiatives, which include the Baylor Park Master Plan, Waconia Event Center building, Baylor Park visitor center, Lake Minnewashta group camping area and natural resource management plan for all the parks.

Staff shared the implementation of some of the updates and/or additions of items for the parks sharing the timeline of implementation of these items, staff asked park commission members to look at these items and see if they would like to see any item moved up on the timeline.

Staff shared the delivery of programs with outreach activities, scholarships, adaptive programs, introduction to new users with marketing and service enhancements including the possibility of eliminating entrance fees.

Staff asked the park commission members to review document and give their feedback at the next meeting.

Comments or Questions:

Aasen stated that the DNR is looking for a locating for a special shooting feature and thinks this might be something to include in the park system. Discussion was had on what type of shooting this would be and who would use this.

Aasen asked if there is still talks of buying the land north at Lake Waconia Regional Park; Staff stated that this is off the board at this time.

Aasen asked about map 1 of the maps and if they can include the fish and wildlife area; Staff stated that it is in the document.

Kobilarcski asked about the MN River area's on the map and what type of amenities do they have; Staff stated that USFW Service has a visitor/ interpretive center and the activities include wildlife photography hunting and fishing, restoration areas along with some trails. Discussion was had on the trails and the MN Fish and Wildlife area.

Manders stated that the open space in the NW of county is mostly farm land would like adding some sort of water feature to this area.

Manders asked about the Met Council 2040 Plan in involving certain demographic groups, is there language in the document in the plan addressing this. Staff stated that this document will be review by Met Council and if they feel that something is missing they will let us know. Staff indicated it was a good suggestion will review document further.

No more questions or comments.

**Staff Reports:** (8:01 p.m.)

**A. TH 5 Regional Trail Master Plan**

Staff stated that the TH5 master plan is out on the website and has been given to City of Chanhassen, City Victoria, Life Time Fitness and Arboretum to get there comments and to get on the agenda for approvals by the City's. We want to stay on track to get these through the approval process for Met Council, without approval we cannot obtain funding.

**B. TH 5 Regional Trail Construction Planning**

Staff stated that we are moving forward with a construction planning documents for the section of trail from Lake Minnewashta parkway to life time fitness. We hope to have prepared for a 2019 construction project.

**C. Lake Waconia Regional Park Construction Planning**

**i. Coney Island**

We are done with the archaeology dig and reporting on the island so we will start the planning process for cleanup on the island. We are working with a consultant to put together a 30% planning document design and with this we will find out the trail alignment and a plan to preserve areas. SHIPPO will then look at that so we can move forward with further planning.

**ii. Main Park Area**

We will begin planning work on the main park area this is due to Metropolitan Council sewer work that will be taking place inside the park in 2018. It would make sense for us to have a grading plan for the park and then the trail along the sewer pipe could be constructed at the same time.

**D. Relocation of Xcel Power Line**

Staff stated that they are still waiting for Mediacom to move there services to the new poles.



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

Staff stated that peak season is over and we are now transitioning to the winter season by prepping winter equipment, staffing and planning winter events.

Staff shared that Zebra mussels found again at the boat landing at Lake Minnewashta Boat landing, which had a short closure but has since reopened.

Staff has started meeting with partners to start the planning for summer recreation and programming services.

Staff shared pictures from the trail ride in Chaska and pictures of volunteer group that was at Lake Minnewashta Regional Park for fall cleanup.

No Questions or Comments

**F. Update of Veterans Memorial**

Staff stated that the veterans group has been given full access to site and they have begun working on the grounds for the memorial; staff also shared that they are still working out an agreement with them. Discussion was had on the site area.

No Questions or Comments

**Park Commission Member Term Expirations (8:11 p.m.)**

Staff stated that two positions were up for renewal, staff asked if Trick or Kobilarcsik wanted to renew their commission seat. Trick stated that he will not be renewing his commission seat; Kobilarcsik stated he would be renewing his term.

**Commission Member Reports: (8:12 p.m.)**

Boettcher commented on the article in the local newspapers about Park Commission member Bruner and painting for the new Veterans Offices. Also commented on bikers stopping at stop signs or not stopping, shared his personal experiences.

Staff shared pictures of the painting by Bruner and the area at the Veterans Offices that painting is placed.

Bruner stated he had a good time at the chili cook-off, good turnout.

Manders asked if Scott County had fees for their parks; Staff stated that most of the parks are Three River's Parks. Staff not sure if future parks would have fees. Manders also commented about the stop signs on the trails and were wondering if staff would evaluating whether we should change some of the stop signs to yield signs on the trails. Staff stated further evaluation is not planned, signage is to remain as they are.

**Next Meeting Date: (8:18 p.m.)**

Next meeting will be on December 13, 2017 at 6:30p.m. We will meet at the Public Works Building in Cologne.

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

Aasen motioned to adjourn the meeting  
Boettcher seconded the motion.  
Motion passed 7 to 0

Final Minutes prepared by Connie Keller

Approved by Commission Chair

