



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

**Park Commission Meeting
Wednesday, December 12, 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 November 14, 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) Waconia Event Center Stakeholder Meeting Debriefing (6:40 p.m.)
- 8) Staff Reports (7:00 p.m.)
 - a. Lake Waconia Regional Park
 - i. Construction Planning
 - b. MN River Bluffs Slope Failure
 - c. TH 5 Arboretum Regional Trail Connection
 - d. Park System Operations & Recreation Services Update
- 9) Commission Member Reports (7:15 p.m.)
- 10) Set Next Meeting Date (7:20 p.m.) –January 9, 2019
- 11) Adjourn Meeting (7:25 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

November 14, 2018

Members Present: Jim Manders, Carroll Aasen, Gerald Bruner, Jim Boettcher, Curt Kobilarcsik, John Fahey, Mark Lagergren and Commissioner Lynch

Staff Present: Marty Walsh, Sam Pertz, Connie Keller

Call to Order: Manders called the meeting to order at **(6:31p.m.)**

Approval of Minutes: **(6:31p.m.)**
Bruner motioned to approve the regular meeting minutes of the October 17, 2018.
Aasen seconded the motion.
Motion passed 7 to 0.

Additions/Deletions to the Agenda: **(6:31p.m.)**
None

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

Commissioner Liaison Report: **(6:32p.m.)**
Commissioner Lynch stated that he would like to reiterate that he is excited for the Lake Waconia Regional Park plans. He stated that he has had talks with the City of Waconia and developers to north of park on sewer line hookup. Also, stated planning on meeting with Senator Jenson and Greg Boe on this project.

Open to the Public: **(6:34 p.m.)**
None Present

Approval of Consent Agenda **(6:34 p.m.)**
A. Special Event Use Permit - MVSS Snowmobile Classic Event
Staff gave a brief run down on permit, staying that the one item that is different than in past years is a traffic management plan is requested from them.

Aasen motioned to approve Special Use Permit.
Kobilarcsik second the motion.
Motion passes 7 to 0.

New Business

(6:35 p.m.)

A. 2019 - 2025 CIP

Staff presented to park commission members a power point with maps showing the location of the proposed capital improvements for years 2019 - 2025.

2019 capital improvement plan consist of Lake Waconia Regional Park (LWP) island cleanup, LWP utility and site grading, LWP and MCES sewer construction, TH 5 Regional Trail construction, MN River Bluffs Regional Trail acquisition, and the MN River Bluffs pavement management.

Staff shared a map of the LWP and the location of the sewer lines and the location of the trail for the park. Staff shared the funding sources for the work at LWP and Coney Island.

Staff shared a map of the TH 5 Trail project; staff stated that there is a fair amount of resources for this project but costs have started to escalate sharing the funding sources already obtained for this project. Staff stated that this project has consumed a large part of these funds.

Staff shared that the other project is the MN River Bluff Trail and acquiring the property; staff shared location of the washout area on map. Staff shared that they reached an agreement on the memorandum of understanding but have not reached an agreement for a purchase and other issues. Looking to go forward with acquisition in 2019; staff shared that they will apply for parks and trails acquisition funds from the Metropolitan Council, sharing what we would be eligible for. Staff further explained the use of these funds to purchase the property and matching funds would be in the form of a discounted sale price to the County.

Staff shared the 2020 improvement plan which could consist of Baylor Regional Park (BP) boardwalk replacement, BP visitor and house roof replacement, phase II Coney Island cleanup, phase II LWP restrooms, picnic shelter, playground, visitor contact station, LWP fishing pier which we could apply for grant to the DNR, LWP reimbursement for land, Lake Minnewashta Park (LMP) forest preservation stewardship, Dakota Rail Trail (DRT) pavement management.

Staff explained that the Coney Island cleanup and funds associated will get the cleanup started but might not be enough to complete the project.

Staff shared the 2021 items which could consist of, but dependent on funding, are the BP beach removal and redevelopment, BP camper cabins, DRT and Co. Rd 10 trailhead, LMP visitor contact station replacement, LMP pavement management, and pavement management for DRT phase II and MN River Bluffs.

Staff shared the 2022 - 2024 possible project items, which could consist of BP forest preservation, BP visitor remodel, pavement management at LWP and LMP, pavement management for trails of Co. Rd. 11, MN River Bluffs, Co. Rd. 40, Crow River Regional Trail connection to Luce Line Trail, LMP playground replacement, BP splash pad, LMP concession stand remodel to a rental stand.

Staff asked if the park commission members had any thoughts on priorities. These items are not cast in stone and could change.

Staff is looking for recommendation to approve the 2019 and 2020 CIP Programs

Kobilarcsik motion to approve staff recommendation

Bruner seconds motion.

Motion passed 7 to 0.

Questions or Comments:

Lake Waconia Regional Park

Aasen asked about sewer location and the development to the north and laying it in the same trench; Staff stated that they have had conversations about options for gravity and force main lines. All options are being looked at and if timing for constructing these lines would have an impact on our work.

Lynch asked if there would be a gravel trail in the park by next summer; Staff stated that they are unsure, Lynch also asked if the park will be shut down; Staff stated that there will be an inconvenience but at this time not sure. The intent is to keep the park open up to the end of July.

TH 5 Regional Trail

Bruner asked if the MN Landscape Arboretum is concerned about people coming into the arboretum and not paying; Staff stated that there is some concern but the trail will cross at the entrance pay station area. Users can enter the arboretum from the trail but would be subject to the entrance fee. Their biggest concern is the deer getting into the park and so there will be fencing along the side of the trail.

Lagergren asked what the completion date of the trail; staff stated a year from now and small wrap-up projects in spring of 2020.

Fahey asked if the map presented is the last configuration of the trail; Staff stated that it is pretty close to what we all agree on; staff stated that there are five wetland permitting agencies involved in this project. Also, what needs to take place is a cultural resource inventory. Staff explained this process and location of work.

Aasen asked who was paying for cultural resource work; Staff stated 80% paid by state 20% by County. Aasen also asked if staff or engineering company have been working with gas company on the underpass that will go under Hwy 41; Staff stated that there has been a survey and MNDOT is also aware of the design of the project. Still working through all the issues; staff explained the possible design of the culvert and location and what might be possible challenges. Discussion continued on the location and possible issues that might arise including a consideration for a boardwalk.

MN River Bluffs

Bruner asked if anyone did any research on this area and what caused the washout; Staff referenced heavy rains, steep grade, and damage to a culvert could be why this washed out.

Manders asked about the 101 roundabout and if the trail will have access to 101; staff stated that there may be a bridge over 101 but not sure on how the trail connects from 101 to the MN River Bluffs trail.

Coney Island Cleanup

Manders asked who would inspect the island and authorize the parks to open up to public; Staff stated that it would likely be reviewed by the County Risk Management Department and insurance company. Discussion was had on items that are on the island and removal of these items.

Other Questions or Comments:

Bruner asked about the Co. Rd. 40 project and its location; staff shared the location of this portion trail which is located in Carver.

No Other Questions or Comments

Planning Activities for parks and trails for 2018 – 2024

Staff shared planning activities for the parks and trails for 2018 which consist of Coney Island Cleanup and development, LWP site utilities and grading, Waconia Event Center Analysis, MN River Bluffs and SW Regional Trail Master Plan, TH 5 Arboretum Connection. 2019 activities and planning items consist of LMP natural resource Management plan, LWP Phase II Development, Mountain biking analysis, Lake Minnetonka Regional Trail Master Plan, TH 41 Regional Trail Analysis. 2020 – 2024 consists of BP master plan, BP natural resource management plan, LWP Natural resource management, recreation management, Master Plans for TH 101 Regional Trail, Co. Rd. 10 Regional Trail, Co. Rd. 92 Regional Trail.

Staff mentioned that they have been approached by Hennepin County Regional Rail Authority about taking over the Lake Minnetonka Regional Trail. A trail master plan would be needed.

Staff shared that the TH 41 Regional Trail analysis would be needed due to not having enough information on potential costs for a trail in this area. Staff shared potential location of this future trail, Staff thinks the City of Chaska may make comments on comprehensive plan. Discussion was had on this potential trail and trail grant solicitation for 2025.

Staff reiterated that these items are not cast in stone and could change.

No Questions or Comments

B. Outdoor Education and Recreation Services – 2019 Developing Initiative

Staff shared information on services that they are looking to provide in the years to come. One of the items is the Tonka Mud Run, staff reviewed the background of this event and stated that staff is in discussion with the Minnetonka Community Education group to possibly partner with them. Staff reviewed the potential impacts of this type of event. This type of event provides broader public awareness of our parks.

Staff shared another partnership opportunity with Eastern Carver County Schools (ECCS) is to provide programming at a new facility. ECCS Community Education has participated in opening a building at the Riverview Terrace mobile home community. In partnership with the school district, this would be part of our outreach initiative and offer programs periodically throughout the year due to the indoor facility. Staff stated at this time fees would not be applied for these services.

Staff shared that the voyager canoe has been ordered, delivery is anticipated late summer 2019. Staff explained the process to build one of these canoes. The canoe would likely be used on Lake Waconia but it could be used county wide.

Staff shared information on the how the partnership with the Waconia Community Education and the city parks department diminished; staff is looking to revive these partnerships and have been in contact with representatives from Waconia Community Education this fall and are exploring mutual interest. Both agencies might desire to partner on outdoor recreations services. The partnership structure would closely resemble the partnerships with similar agencies in Carver County.

Questions or Comments:

Manders asked what type of programming is planned at the Riverview Terrace; Staff stated that a drop in type programming is envisioned, most likely archery in the summer and possible skiing and snowshoeing in the winter. Any items/activities could be offered. Staff stated that they may obtain transportation and possibly bring kids out to the park for other activities.

No other questions or comments

Staff Reports: (7:44 p.m.)

A. Lake Waconia Regional Park

i. Construction Planning

Staff stated that they are working on the sewer and utility plans.

Coney Island - Staff stated that we are completing our fifth report and the County Board will take action next week on the data recovery and unanticipated discovery plan. Staff stated that if we find something of cultural significance, then we will have a plan in place for this. Staff stated that we are not done with the archology services for the island and this is an ongoing item and there may be more financial costs. At this point we do not know what this cost could be.

ii. Ballroom Analysis

Meeting was held on site with HGA Architects and the building analysis is underway. They are looking at electrical, mechanical, the building structure and grounds around the building. We hope to have the analysis in January.

Staff is looking for one of the parks commission members to attend a stakeholder meeting. This group consists of representatives of the chamber of commerce, county staff, city staff, township representatives and others. Staff stated that there will be phone interviews with other stakeholders.

Bruner offered to be a part of this stakeholder group - first meeting will be on December 10th in the evening.

B. MN River Bluffs Slope Failure

Staff stated the master plan, appraisal, and Phase I site assessment are completed. In December we will go to LCCMR to ask them to expand the project list so it can be included for funding. Hopefully, this project will be added by end of the legislation session. We continue to work with HCRRA on the acquisition and reconstruction of the site.

C. TH 5 Arboretum Regional Trail Connection

The planning process is moving forward. The five permitting agencies that are involved are slowing the process down.

D. Park Operations & Recreation Services updates:

Staff shared a short video of the trail of fun event in October at the Chaska Athletic Park – stating that there were about 1,200+ participants and was a big success.

Preparation for winter activities is underway with hiring seasonal staff and moving equipment around.

Staff went to one of the Washington County Regional Parks and looked at their automated park permit pay station and processes for one of these units. Staff stated that they would like to use one of these units at Baylor Regional Park.

Update on the new reservation software, staff is meeting weekly with vendor in preparation of going live with software in December. Staff also stated that we will go to a year round camping reservation system.

Staff presented to park commission members potential 2019 annual parks permit design and asked them to vote on their favorite. Staff shared a draft of post card that would go out to rural county addresses advertising winter programs.

Questions or Comments:

Fahey asked about the free Sunday in the park; Staff stated that it went well with very little advertising that numbers were higher than anticipated. Discussion was had on the process.

Commission Member Reports: (8:00 p.m.)

Aasen stated that he is not sure if fishing session is over, but he is going to try and get his boat out next week.

Manders stated that he saw the Veterans Memorial in Mayer and stated that is coming along.

Next Meeting Date: (8:01 p.m.)

Next meeting will be on December 12, 2018. Meeting will be held at Public Works building in Cologne at 6:30p.m.

Adjourn Meeting: (8:03 p.m.)

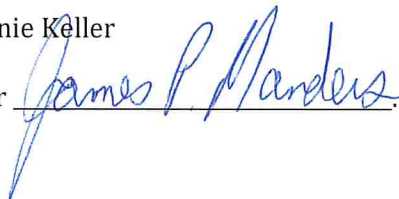
Bruner motioned to adjourn the meeting.

Aasen seconded the motion.

Motion passed 7 to 0.

Final Minutes prepared by Connie Keller

Approved by Commission Chair

James P. Manders