



Carver County Parks

11360 Highway 212 West, Suite 2
Cologne, MN 55322

Park & Recreation Commission Meeting

Wednesday, April 13th, 2022

Public Works – Conference Room 1

11360 Highway 212

Cologne, MN 55322

6:30 p.m.

Agenda

- 1) Call to Order (6:30 p.m.)
- 2) Roll Call (6:30 p.m.)
- 3) Approval of Agenda (6:32 p.m.)
- 4) Approval of the March 9th, 2022 Regular Meeting Minutes (6:35 p.m.)
- 5) Commissioner Liaison Report (6:40 p.m.)
- 6) Open to the Public (6:45 p.m.)
- 7) New Business (6:45 p.m.)
 - a. Permit Request for St. Joesph Catholic Church “Walk on Waconia” Fundraiser
- 8) Informational Items (6:50 p.m.)
 - a. Summer Recreation Services Overview (materials provided at meeting)
- 9) Staff Reports (7:00 p.m.)
 - a. Southwest Regional Trail Master Plan Update
 - b. Legislative Information
 - c. Park General Operations & Recreation Services Update
 - i. Coney Island of the West: Site Amenities & Improvements Plan
 - d. Park Maintenance and Natural Resources Operations Update
 - i. Dakota Rail Regional Trail Northshore Embankment Stabilization Project
 - ii. Emerald Ash Borer Management Plan Draft
- 10) Commission Member Reports (8:00 p.m.)
- 11) Set Next Meeting Date (8:10 p.m.)
 - a. May 11th, 2022
- 12) Adjourn (8:11 p.m.)

Upcoming Events and Activities

May 7th: Astronomy Day at Baylor Regional Park

May 13th: Arbor Day at Baylor Regional Park

Please note if a Commission Member cannot attend the meeting, please notify the Park Office.

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6:30 p.m.

Minutes

- 1) Call to Order (6:37 p.m.)
 - a. Chair J. Bruner called the meeting to order at 6:37pm.
- 2) Roll Call (6:37 p.m.)
 - a. Present: Jerry Bruner, Curt Kobilarcsik, Jim Boettcher, Makiza Johnson (6:41pm), Scott Knight, and Gary Van Eyll
 - b. Absent: Mark Lagergren
 - c. Staff Present: Martin Walsh, Sam Pertz, Jacob Sandvig, and Hope Mack
- 3) Approval of Agenda (6:38 p.m.)
 - a. The Informational Item ‘Waconia Service Center Update’ was moved to New Business 6.5.
 - b. Motion to approve the agenda made by C. Kobilarcsik, Seconded by S. Knight; Passed 5-0
- 4) Approval of the February 9th, 2022 Regular Meeting Minutes (6:40 p.m.)
 - a. Motion to approve made by J. Boettcher, Seconded by G. Van Eyll; Passed 5-0
- 5) Commissioner Liaison Report (6:41 p.m.)
 - a. M. Walsh gave a report that was provided by Commissioner Lynch. He stated it is great to see the docks are ordered for Coney Island and Lake Waconia Park. He gave his compliments on the success of Park’s winter events and is excited for the Maple Syrup event. He commented that supply chain, economic climate, and other factors are having an impact on projects.
- 6) Open to the Public (6:43 p.m.)
 - a. None
- 6.5) Waconia Service Center Update
 - M. Walsh shared an update which will be presented to the County Board. It contained Phase II project work, which included the building, materials/fixtures, cost estimates, and funding sources dependant on varied state bond amounts. Phase III of the project will entail playground, trails, and additional amenities. He defined the procurement process which includes bids for contracts. The pre-construction schedule begins now with an ideal construction start in September 2022. The Park Commission is to provide a recommendation to the County Board regarding moving forward with advertising for bids.
 - Motion to recommend authorization of bids made by M. Johnson, Seconded by G. Van Eyll; Passed 6-0
- 7) Informational Items (7:21 p.m.)
 - a. Southwest Regional Trail Master Plan

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- i. M. Walsh gave an overview of the 2020 Master Plan, focusing on the current trail location options. A recommendation to the County Board may take place at the April Park Commission meeting.
 - b. 2022 Marketing/Public Communications Initiatives & Work Program
 - i. S. Pertz followed up on the discussion that took place at the February meeting. He gave a general description of how the department will use its \$15,000 annual budget. As the department moves toward operating independently from our community partners, additional resources, including funding and staffing, may be necessary to be successful.
- 8) Staff Reports (8:12 p.m.)
 - a. Waconia Service Center Update
 - i. Moved to item 6.5.
 - b. Hoffman Monument
 - i. S. Pertz provided an update on the project. A meeting with the Hoffmans recently took place and they have approved the current concept design plan.
 - c. Park General Operations & Recreation Services Update
 - i. We had a record setting second Candlelit Ski & Dogsled Event. The winter season ended early with degrading trail & sledding hill conditions. The Maple Syrup season has begun with many groups coming for tours and the Maple Syrup Festival is on April 2nd. The department reorganization is in process. A portion of the seasonal funding is going to be moved to a permant .5 FTE employee focused on reservations and another .5 FTE for recreational services.
 - d. Park Mainteneace and Natural Resouces Operations Update
 - i. J. Sandvig stated tapping has begun and seasonal tree trimming is taking place. Docks have been approved for on the west side of Coney Island and Lake Waconia Park and will be installed late summer/early fall when they arrive. We are working with a prairie restoration company to do some work at Lake Waconia Park.
- 9) Commission Member Reports (8:21 p.m.)
 - a. J. Boettcher requested that upcoming events be added to the agenda.
 - b. J. Bruner had a discussion with a property owner on Miller Lake.
 - c. J. Bruner was appointed to the MET Council Planning Committee and is advocating for funding to be allocated in the greater metropolitan area, outside of the urban core.
- 10) Set Next Meeting Date (8:28 p.m.)
 - a. April 13th, 2022
 - i. Tours will begin when the weather allows. If you have any requests either within or outside of Carver County let Marty know.
- 11) Adjourn (8:29 p.m.)
 - a. Motion to adjourn at 8:29 pm made by J. Boettcher, Seconded by G. Van Eyll; Passed 6-0

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



**Carver County
Parks & Recreation**

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MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks & Recreation Director
FROM: Sam Pertz, Parks & Trails Supervisor
SUBJECT: Request for Special Event Use Permit: St. Joes "Walk on Waconia" Fundraiser
DATE: April 7, 2022

St. Joseph's Catholic Church of Waconia has requested a Use Permit to conduct a walk-a-thon event at Lake Waconia Regional Park. This memorandum outlines the pertinent details for review and to recommend issuance of a Use Permit consistent with County Ordinance Chapter 91: Parks and Recreation. (91.08 – Other Special Activity Uses)

St. Joseph's Catholic Church – Walk on Waconia Fundraiser

- Date: Saturday, May 14, 2022 (no back-up date is planned)
Both races begin at 8:00a.m.
- Where: Lake Waconia Regional Park, City of Waconia, and a segment of the Dakota Rail Regional Trail.
- What: 5k & 10k walk/runs to raise funds for church activities.
- Attendance: This event has typically ranged from 350-450 people total (participants and coordinating personnel).
- Effects on County Park & Trail facilities: Minimal to none.
The event route now utilizes the new trail connection that navigates the park property west to east from downtown Waconia to CR92. Additionally, a segment of the Dakota Rail corridor (CR155 and Hwy 10) along the northside of Lake Waconia is utilized for safe participation as compared to the roadway. There have not been any negative impacts to the park grounds with this event in past years.
- Required Permit Items Obtained & Reviewed: Process is underway. Significant items of liability insurance, site plan, and event operations have been submitted and reviewed/approved.
- Permit Fees: Applicable fees per the 2022 County Fee Schedule include special event Use Permit fee.
- Years this event has been Permitted: 7+
- Other Information: This event does not require additional services of the County – the group is self-sufficient. Standard site checks for condition of trail surfaces and useability are conducted by park maintenance prior to the event.

Recommendation: It is requested that the Park Commission recommend to the County Board issuance of a special event Use Permit to St. Joseph's Catholic Church of Waconia for their Walk-on-Waconia fundraiser planned to be held on May 14, 2022.

Walk on Waconia 10K & 10 Mile

Sat., May 14
Both Walk/Runs begin at 8:00 a.m.

