



## CARVER COUNTY PARKS

11360 Highway 212 West, Suite #2  
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[www.co.carver.mn.us/parks](http://www.co.carver.mn.us/parks)

Division of Public Works

11360 Hwy. 212 West, Suite #1  
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Phone (952) 466-5200  
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### ***Park Commission Meeting***

***Wednesday, October 10th, 2012***

***7:00 p.m.***

### ***Regular Meeting***

Carver County Public Works HQ  
11360 Hwy 212 West  
Conference Room #3

#### Agenda

- 1) Call Meeting to Order Roll Call (7:00 p.m.)
- 2) Approval of the Sept. 12th, 2012 Regular Meeting Minutes (7:01 p.m.)
- 3) Additions or Deletions to the Agenda (7:05 p.m.)
- 4) Approval of Agenda (7:07 p.m.)
- 5) Open to the Public (7:10 p.m.)
- 6) Review and Discussion
  - a. Park System Overview/Orientation (Walsh)
  - b. Past year Accomplishments/Resolutions
  - c. Preparation for Possible 2013 Bonding Bill (Walsh)
- 7) New Business (7:15 p.m.)
  - a. Review Park Elements related to the Public Works Strategic Plan
- 8) Staff Reports (8:00 p.m.)
  - a. TH 41 Trail and Underpass Project
  - b. Dakota Rail Regional Trail Phase II
  - c. Events and Activities
  - d. Southwest Regional Trail
  - e.
- 9) Commission Member Reports (8:30 p.m.)
- 10) Set Next Meeting Date (8:35 p.m.)
- 11) Adjourn Meeting (8:40 p.m.)

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

**Draft**  
**Meeting Minutes**  
**Sept. 12, 2012**

**Members Present:** Jerald Moja, Thomas Hermann, Cindy Dobratz, Myron Karki, Ron Trick, Jim Manders, Josh Ives and Commissioner Tim Lynch

**Staff Present:** Marty Walsh, Sam Pertz

**Public Present:** Marnie Wells

**CALL TO ORDER:** Moja called the meeting to order at 7:20 p.m.

**MINUTES:** Herman motioned to approve the minutes of the meeting. Dobratz seconded the motion. Motion passed 4-0.

**AGENDA:** Moja motioned to approve agenda, Lynch seconded the motion. Motion passed 4-0.

**OPEN TO THE PUBLIC:** N/A

**WELCOME NEW MEMBERS:**

Welcome new members Ron Trick, Joshua Ives and Jim Manders who were recently appointed by the County Board to the County Park Commission.

**NEW BUSINESS:**

A) Review and Recommendation of the 2013 Parks Budget:

Walsh presented and overview of the 2013 Parks Budget noting area of change. The below summary was provided:

Attached for the commission's review and information is the 2013 Parks Department Budget Summary. The Summary highlights revenue and expenses of the Department. Also included are workload indicators showing increases pertaining to visits to the County's parks and trails and increases in sales of permits over the last 5 years. The budget summary further provides information on planned capital improvement projects for operating capital, land acquisition, engineering, design and construction activity. At the end of the summary goals and challenges are identified for 2013 and beyond.

A slight decrease in revenue (-.06%) is projected in large part due to a leveling off of revenue received through park fees. As stated in the summary, in previous years the department had seen steady increases in revenue derived from park fees. In 2011 a leveling off of revenue was experienced. Further, revenue to be received from the State for operations and maintenance is also conservatively estimated as the State has projected a revenue shortfall. Operating expenses increased by 5.85%. The increase is primarily due to continuing seasonal staffing for Aquatic Invasive Species (AIS) Inspectors. In 2012, budget amendments were authorized to provide funding for AIS

staffing at Lake Minnewashta Regional Park and at Lake Bavaria. The funds were matched by lakeshore owners and the Minnehaha Creek Watershed District. The County Board has also budgeted funds for AIS inspection service for 2013.

The 2013 Parks budget continues service levels at the same level of service as compared to 2012. Further information is contained on the Carver County Public Works 2012/2013 Budget Comparison Spreadsheet.

A summary of the Carver County Regional Railroad Authority's (CCRRA) budget is also provided for the commission's review and information. The Parks Department oversees the operations and maintenance of the CCRRA's properties of the former Dakota Rail Line and Union Pacific Rail Line corridors. Further, these railroad corridors are being developed for regional trail purposes.

With the addition of 15 miles of new trails and in order to maintain the railroad corridors for future transportation, a new .5 FTE has been budgeted from CCRRA levy. This .5 FTE is to be matched with another .5 FTE from Public Works Road and Bridge Fund. The new position would work half- time in parks and half- time with the Highways Department for road maintenance and during snow plowing operations.

The CCRRA Levy remains unchanged at \$120,000 per year.

Commission members moved to make recommendation approving the 2013 budget request. Motion passed 4-0

- B) Recommendation to issue Annual Vehicle Permits to County Board Members.  
Motion made and motion was seconded.  
Pass 4-0

### **Staff Reports**

- A) Aquatic Invasive Species Program:  
The Inspection services for 2012 will conclude on September 16<sup>th</sup> at all access managed by the County Parks Department. Three cases of zebra mussel infected boats were reported during the season. Two cases at Lake Minnewashta, one case at Lake Waconia. The DNR was immediately informed in each of the cases; citations were issued in two of the three cases. All data collected from the programs will be turned over to the DNR immediately following the conclusion of the season. Signage, acknowledging the conclusion of the services will be implemented.

#### **Recommendation:**

Park Commission recommends updating the public of AIS season and data upon its conclusion.

- B) Lake Minnewashta Regional Park and TH 41 Trail and Underpass:  
Trail project continues to progress with the installation of the box culvert portion of the project taking place. Staff reports the early stages of the box culvert installation going well. TH 41 is closed from September 10<sup>th</sup>-24<sup>th</sup>. Trail has been paved from the beach area, to boat access #1. Additional work needs to be completed before paving continues past access #1. Trail maintenance plans are being discussed and reviewed, in terms of winter recreational needs and trail expectations. Comparisons to Chanhassen's portion of the trail on the East side of TH 41 involved in the discussion.

C) Phase II of the Dakota Rail Regional Trail:

Trail project continues to progress with pavement being laid mostly at road intersections along the corridor. Deck work and restoration of two bridges begins in the coming days. Discussion regarding signage on the new portion of the trail, providing public awareness the trail remains closed. Safety of the trail conditions as construction progresses is a concern.

D) Southwest Regional Trail:

Staff report engineering work for the Southwest Regional Trail is progressing. The final exhibits needed to identify land for the trail are being prepared by the engineer. Nothing additional to report.

E) Upcoming events and activities include:

Staff reported on upcoming events and programs including several new opportunities for the Fall including:

- Family Geocaching September 15<sup>th</sup> at Lake Ann Park
- Family Archery Class #3 at Lake Waconia Regional Park
- Public Full Moon Canoe at Lake Minnewashta Regional Park
- Parent/Child Archery at NYA Elm. Gym
- 9<sup>th</sup> Annual Chili Cook-off at Baylor Regional Park and Campground
- Primitive Skills Camp Blast at Lake Minnewashta Regional Park
- Family Halloween Geocaching at Lake Minnewashta Regional Park

Pertz reviews summer recreation programming, reporting on day camps, public programs, joint programs and excellent work done by summer staff.

**Recommendation:**

Park Staff recommend Park Commission attend Chili cook-off in role of event Judge.

Karki commented on the Nordic Fest event at Lake Minnewashta Regional Park on September 8<sup>th</sup> and encouraged the relationship between the Parks Department and Nordic Heritage organization.

**NEXT MEETING:** Park Commission next meeting will be on October 10, 2012 at the Public Works building in Cologne.

**ADJOURN:** Karki moved to adjourn the meeting at 8:36 p.m. Motion was seconded by Dobratz and passed 4 to 0.



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# DIRECTORS REPORT

October 5, 2012

## REGULAR PARK COMMISSION MEETING

**To:** Members of the Park Commission  
**From:** Martin Walsh, Parks Director  
**CC:** Lyndon Robjent, County Engineer  
Tim Lynch, County Commissioner  
**Date:** 10/5/2012  
**Re:** October 10, 2012 Regular Park Commission Meeting

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### Review and Discussion:

#### A) Park System Overview/ Orientation

With the recent addition of three new commission members and as a means of reacquainting park commission with its role, staff will review:

1. The relationship of Carver County with the Metropolitan Council Park Open Space System
2. The parks areas and park services offered by the County
3. Current projects
4. Recent and possible future land acquisitions
5. The Parks and Open Space and Trail System of the County Comprehensive Plan

#### B) Preparation for Possible 2013 Bonding Bill

The Minnesota Legislature normally considers a bonding bill in the even numbered year of their biennial legislative sessions. However, a bonding bill was considered and approved in 2011 as well as in 2012. Recently, Governor Dayton has stated on several occasions his support for a bonding bill in the 2013 Legislative Session. To prepare for that possibility, Metropolitan Regional Park Implementing Agencies are to submit projects which may be consider if a bonding bill is introduced for the 2013 legislative session.

Metropolitan Council Staff have been asked to prepare for a \$17.5 million bonding package of which \$10.5 million could be provided by the state and \$7 million provided by the Metropolitan Council. Allocation of a bonding bill would be by formula which considers the population of the implementing regional park agency along with the amount of the agency's share of non local visits. If \$17.5 is allocated through bonding, Carver County's portion is \$454,000 or approximately 2.59%.

At the October 2<sup>nd</sup> meeting of the County Board, members were made aware of the request to prepare for a possible bonding bill. Staff presented the County Board with a number of possible projects in the categories of:

- Reimbursement
- Infrastructure rehabilitation/enhancement
- Construction planning

A presentation has been prepared for the Park Commission to review the possible projects to be considered along with the County Boards direction to seek funding for reimbursement for previous land acquisition, a preliminary assessment to remodel the Baylor Park Visitor Center and to construct a bypass lane at Lake Minnewashta Regional Park.

### C) Trails Policy

Staff is in the early stages of developing a trails cost participation and maintenance policy.

The Parks Open Space and Trails Plan identifies a trail system within the county. The system includes Destination Trails and Linking Trails.

Destination Trails are trails that are often located within a regional park, open space corridor or rail to trail corridor. Trail width is generally 10' or greater in width. These trails have high aesthetic value and are paved trails for walking, jogging, bicycling, inline skating. These trails emphasize a natural, scenic setting and create a sequence of events that make the trail appealing to the user.

Linking Trails are also paved and located within County and State road right-of-way or are a planned regional trail within a utility corridor. The emphasis is on safe travel for walking, jogging, bicycling, and inline skating. Trail width is typically between 6' to 10'.

In recent years the County has become involved with the development of trails. As the County continues to develop trails and work with communities for destination and linking type trails, a policy which would better define the County's role in acquiring right-of-way, construction and maintenance is desired.

Staff will review with the commission the County's trail and bikeway plan, funding sources for trails, and a preliminary trail cost participation outline for Destination and Linking Type trails.

## **New Business**

### A) Public Works Strategic Plan- Goals and Strategies for the Parks Department

The Public Works Division which includes the County Parks Department has developed a draft strategic plan. The strategic plan relates to the County's overall strategies and goals for the County. Staff will present a summarized listing of the goals and tasks of the Parks Department and make recommendation on tasks that the Park Commission can undertake to assist the Department with meeting its goals.

## Staff Reports

### B) Lake Minnewashta Regional Park TH 41 Trail and Underpass Project

Work over the last month included completion of the box culvert installation and pavement for TH 41, work to install the remaining drainage culverts on the east side of TH 41 has been completed, work progressed on installing aggregate base for trail and roadway between picnic areas #3 and #5. The contractor has received notice that there is concern that a significant amount of work remains to be completed within this construction season.

### C) Dakota Rail Regional trail Phase II

Construction activity for Phase II is progressing. Aggregate surfacing is completed on trail and parking area with the exception of a 900 foot the trail segment near the McLeod County. The contractor has stated that several miles of trail paving will occur next week beginning near the west end of the project and continuing to the City of Mayer. It is anticipated that the trailhead parking area in New Germany will also be paved during this period. Decking for the bridge over the Crow River is nearly complete, decking for the east trestle structure is underway. Pavement has been installed between the east trestle and new bridge structures near the county line. Pavement has also been placed between Union Ave and the Crow River Bridge.

### D) Engineering work for the Southwest Regional Trail continues. The engineer has prepared final exhibits for land needed. An appraisal service is in process of being approved to proceed with services to provide valuations for the property needed along County Road 61 in Chaska.

### E) Upcoming events and activities include:

**October 13th - 9th** Annual Chili Cook-off at Baylor Regional Park

**October 19th** - Primitive Skills Camp Blast at Lake Minnewashta Regional Park

**October 20th** - Onan - Fall Astronomy Day at Baylor Regional Park 2-10 p.m.

**October 20th** - Happy Halloween Geocaching at Lake Minnewashta Regional Park 9-12p.m.

**October 20th** - Family Archery at Ponds Park--Prior Lake 2:00-4:00p.m.

**November 3rd** - Onan - Public Star Gazing at Baylor Regional Park 7-10 p.m.

**November 10th** - Onan - Public Star Gazing at Baylor Regional Park 7-10 p.m.