



## CARVER COUNTY PARKS

11360 Highway 212 West, Suite #2

Cologne, MN 55322

Phone (952) 466-5250 Fax (952) 466-5223

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Division of Public Works

11360 Hwy. 212 West, Suite #1

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### *Carver County Park Commission Regular Meeting*

**Wednesday, January 13, 2010**

#### **Conference Room #1**

Public Works Headquarters Building

11360 Hwy 212 West

Cologne, MN 55322

#### **Regular Meeting 7:00 p.m.**

#### **Agenda**

- 1) Call Regular Meeting to Order (7:00 p.m.)
  - a. Reappointments of Commissioners Moja and Hermann
- 2) Roll Call (7:01 p.m.)
- 3) Approval of the November 4, 2009 Regular Meeting Minutes (7:02 p.m.)
- 4) Additions or Deletions to the Agenda (7:03 p.m.)
- 5) Approval of Agenda (7:04 p.m.)
- 6) Commissioner Liaison Report (7:05 p.m.)
- 7) Open to the Public (7:10 p.m.)
- 8) New Business (7:15 p.m.)
  - a. Request for event flag pole installation at Lake Minnewashta Regional Park (Savanna Riese, Meaghan Walker, Sara Morton Girl Scout Troop 11257)
  - b. Dakota Rail Regional Trail Recommendation to Accept Bid and Award Contract
  - c. Review Goals and Activities of 2009
- 9) Staff Reports (8:40 p.m.)
  - a. Park Usage and Revenue Information (Marty)
  - b. Park Addressing Information (Lenny)
  - c. Events, Activities (Lenny)
  - d. Regional Park Foundation Update (Marty)
- 10) Commission Member Reports (8:50 p.m.)
  - a. Equestrian Sub Committee
- 11) Set Next Meeting Date (8:55 p.m.)
- 12) Adjourn Meeting (9:00 p.m.)

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

# Minutes

## November 4<sup>th</sup>, 2009 Regular Meeting

**Members Present:** Myron Karki, Jerald Moja, Thomas Hermann, Neil Wingert, Gail Von Barga, Richard Tieden

**Staff Present:** Marty Walsh, Lenny Klevan Schmitz

**Public Present:** N/A

**CALL TO ORDER -** Wingert called the meeting to order at 7:04 p.m.

**MINUTES -** Karki motioned to approve the September minutes. Moja seconded the motion. Motion passed 5-0.

**AGENDA-** Moja motioned to approve the agenda. Karki seconded the motion. Motion passed 5-0.

**LIAISON REPORT-** Commissioner Lynch reported that he and other members of the County Board had recently met with Marty to discuss different avenues of park funding including the possibility of funds through the state legislature from bonding. It was also reported that the commissioners have had discussions with staff about encroachment issues along the Dakota Rail corridor and how they should be handled with the development of the trail.

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

### **OLD BUSINESS -**

- a. Legacy Forest and Park Donation Program

Klevan Schmitz and Walsh provided a draft policy for donations to the parks department. Discussion took place about plaques on donated items and if it would be appropriate in our park areas. Discussion also took place about how to get people connected to the item(s) they chose to donate towards. Staff will continue to work on the Draft Policy and present again in the upcoming months.

### **NEW BUSINESS -**

- a. Park CIP Presentation

Walsh provided a handout of the PowerPoint presentation he recently made to the County Board regarding the Park Department CIP. Walsh walked through the presentation for the park commission highlighting

the goals of the CIP, prioritized projects for the upcoming 3-4 years, unfunded projects and providing some options to help fund future CIP projects.

b. Baylor Park Beach Usage Report

Klevan Schmitz provided a brief summary of the report he put together based on the surveys which were collected this past summer at Baylor Regional Park. One of the reasons for the survey was to find out the importance of the park facilities, especially the beach and swimming area. This information could help guide staff in evaluating the cost benefit of maintaining the swimming area at Baylor Regional Park into the future.

**STAFF REPORTS-**

a. Application to the Lessard Sams Outdoor Heritage Council

Walsh informed the park commission that staff has recently submitted a funding request application for funds through the L-SOHC (Legacy Funding) for the acquisition of the Paul's Parcel needed for Lake Waconia Regional Park. The request was for \$1,260,000 and would be combined with \$567,000 in county funds and \$1,700,000 in metropolitan council Acquisition Opportunity Funds for the acquisition and restoration of the site.

b. Events and Activities

Klevan Schmitz thanked park commissioner Wingert for attending the Chili Cook off at Baylor on October 17<sup>th</sup>. Wingert assisted with judging the event as they crowned the 2009 Baylor Chili Champ. Klevan Schmitz also invited members of the park commission to the following upcoming events:

- Santa in the Park on December 19<sup>th</sup> from 1-4 at Lake Minnewashta Regional Park
- Candlelight Ski/Walk events on January 9<sup>th</sup> and February 6<sup>th</sup> from 6-9 p.m. at Baylor Regional Park

c. Regional Park Policy Plan

Walsh briefly talked about the updates being considered for addition to the Met Council Policy Plan Update. Most notable in Carver County would be a regional trail corridor along the Minnesota River Bluffs.

**COMMISSION MEMBERS REPORTS**

a. Equestrian Sub Committee

Karki informed the park commission that the subcommittee met on October 24<sup>th</sup> at Carver Park Reserve to look at established horse trails in the park. Karki and a member of the subcommittee took a short horse ride and Walsh and Tieden walked along with those on horseback. As part of the onsite tour they also had a chance to talk with a member of the Three Rivers Park

District Mounted Police. Tieden noted that he felt that equestrian facilities needed a lot of space for parking, trailers, loading and unloading and trails. The next meeting of the subcommittee will be Saturday November 7<sup>th</sup> at Murphy Harahan Regional Park in Scott County.

**NEXT MEETING** - January 13<sup>th</sup>, 2010 at the Public Works Headquarters Building in Cologne.

**ADJOURN** - Hermann Motioned and Karki seconded to adjourn. Motion passed 6-0. Meeting adjourned at 9:07 p.m.



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# DIRECTORS REPORT

January 13, 2010  
PARK COMMISSION MEETING

**To:** Members of the Park Commission  
**From:** Martin Walsh, Parks Director  
**CC:** Lyndon Robjent, County Engineer  
Tim Lynch, County Commissioner  
**Date:** 1/8/2010  
**Re:** January 13, 2010 Park Commission Meeting

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### New Business

#### A) Request for Event Flag Pole Installation at Lake Minnewashta Regional Park

Savannah Riese, Meaghan Walker, and Sara Morton of Girl Scout Troup 11257 have requested to install two event flag poles at Lake Minnewashta Regional Park near picnic area #5. The scouts are proposing that the two flag poles to have a permanent base anchoring system and poles which would be erected on an event basis.

I have met with the scouts to review their request. They are proposing a site that is quite visible on a small knoll west of the shelter area. Attached is an aerial photograph of picnic area #5 including the shelter. The letter "A" represents the location the scouts have selected. This site meets the scouts objectives in terms of visibility and would be located adjacent to a sizable open area for to assembling scouts during flag raising ceremonies. The location for the permanent base anchoring system is out of the way from most traffic concerns and away from where tents or where other activities might be planned for other events.

Staff also reviewed the site for other possible locations. Site B is shown as a possible option as compared to site A. The Site B is not as prominent in term of visibility as compared to Site A but still quite visible, is in good relation to other built features at picnic area #5 and out of the way for most traffic considerations.

The Scouts will be making a formal presentation to the commission.

**Recommendation:**

Staff recommends approval of a flag pole installation which has permanent anchors and would have flag poles that could be installed on an event basis. The event basis installation minimizes concerns with maintenance and erected poles which would only be used during an event. Staff does not have a strong recommendation for either site A or site B and defers this decision to the discretion of the Commission.

B) Dakota Rail Regional Trail Recommendation to Accept Low Bid and Proceed with Development of Contract

Bids were opened on January 5<sup>th</sup> for the construction of approximately 6.9 miles of bituminous trail on the Dakota Rail Regional Trail corridor, extending from the east county line to the City of Mayer. The engineers estimate for the project was \$1,967,939. The project received authorization to use \$1,042,000 of Federal Transportation Enhancement Funds, and \$550,000 of Federal American Reinvestment Recovery Act Funds (Stimulus Funds). In addition it was anticipated that approximately \$375,939 in local funds would be needed as a match to the Federal Transportation Enhancement funds and provide the remaining funding needed to balance the cost of construction.

The County received very favorable bids for the project. The apparent low bidder is Chard Tiling and Excavating out of Belle Plain with a low bid of \$1,244,713.71. I have attached the Bid Summary for additional information.

At this time we are waiting to hear back from MNDOT on the how our federal funds can be applied to the project. We are anticipating that the ARRA funds would be utilized first then Transportation Enhancement Funds. If this is the case, then the following table explains what could be anticipated for a local construction share to the project.

Low Bid Amount =	\$1,244,713.71
Less \$550,000 ARRA funds =	\$694,713.
Less 80% TE Funds or \$555,770.97	\$138,942.74
Local Share (20%) of Construction Estimated =	\$138,942.74

Staff is exploring with our consulting engineer and the MNDOT project manager if uncommitted federal funds could be used in other ways such as funding remaining engineering work, landscaping, trailhead features such as a kiosk, and possibly to extend the trail further west. Exploring these option may help maximize federal funding.

**Recommendation:**

Staff is recommending that the County accept the low bid form Chard Tiling and Excavating for the amount \$1,244,713.71 and that the contract be prepared.

**C) Review Goals and Activities of 2009**

I have included for your review the listing of goals and activities for 2009. Staff will review what has been accomplished and as a group we can begin to assemble goals and activities for 2010

**Staff Reports:**

A) Use and Revenue Reports

During our meeting graphics will be presented showing the usage and revenue generated at our park areas. The charts show significant increases in activity over the last 5 years.

B) Lenny has been working to update addresses of our park facilities and areas. He will review with you work to date on addressing and a consideration to name the main park road at Lake Minnewashta Regional Park. By updating our addresses it is anticipated that emergency response personnel and other service providers to our parks will have better information to get them to locations within the parks.

C) Upcoming events and activities include:

- a. Candlelight Ski Events Saturday, January 9 and February 6, 2010
- b. Camping Reservation begin January 12, for the 2010 season
- c. January 23 rd, Free Ski Day at Baylor and Lake Minnewashta Regional Parks

D) Regional Park Foundation

The last meeting of the Regional Park foundation was December 10, 2009. The Executive Director, Jane Johnson, review with the foundation accomplishments of the first year of the foundation. Accomplishments included the formation of the foundation, hiring of an executive director, appointment of board members, creation of promotional materials such as brochures and development of the Regional Park Foundation Web Page. A treasure's report was provided. December's report had a balance of \$158,734.97. The foundation continues to look for philanthropic and enthusiastic persons to fill three open seats.

# Possible Flag Pole Locations Picnic Area #5 Minnewashta

## Carver County GIS Mapping Application



### Legend

- Carver Roads
- US Highways
- MN Highways
- CSAH Roads
- County Roads
- Township Roads
- City Roads
- Private Roads
- Lakes
- Parcels
- Color 2008



Map Created on:  
1-8-2010

This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.





**BID OPENING**  
**CARVER COUNTY**  
**DAKOTA RAIL REGIONAL TRAIL**

January 5, 2010 – 3:00 P.M.

	Contractor	Bid Bond	Amount
	Bituminous Roadways - Shakopee	_____	_____
	Blackstone Contractors	_____	_____
①	X Chard Tiling & Excavating, Inc.	X	1,244,713.71
	Colt Construction Services	_____	_____
	Doboszanski & Sons, Inc.	_____	_____
9	X Duininck, Inc.	X	2,084,282.40
	Hardrives	_____	_____
	Knife River Corporation – North Central	_____	_____
5	X Landwehr Construction, Inc.	X	1,761,526.88
	Mathiowetz Construction Company	_____	_____
	Midwest Asphalt Corporation	_____	_____
	Minnowa Construction, Inc.	_____	2,015,491.20
8	<del>Emt. Asphalt Corp.</del>	<del>X</del>	<del>2,044,671.56</del>
7	X Northwest Asphalt, Inc.	X	1,925,127.38
	O'Malley Construction, Inc.	_____	_____
	PCiRoads, LLC	_____	_____
③	X Peterson Companies	X	1,688,584.67
②	X Rachel Contracting	X	1,388,124.00
	Redstone Construction Company, Inc.	_____	_____
	S.M. Hentges & Sons, Inc.	_____	_____
	Sunram Construction, Inc.	_____	_____
	Valley Paving, Inc.	_____	_____
4	X Veit & Company, Inc.	X	1,711,476.00
6	X Wm. Mueller & Sons	X	1,782,056.53
	ENGINEER'S ESTIMATE	_____	1,968,000
		_____	\$1,967,439.00

✓ SBP 1.6.10

Draft 2009-2010 GOALS, STRATEGIES AND INITIATIVES  
March of 2009

<u>Goals/Initiatives</u> (by functional area)	<u>2009</u> <u>Priority</u> H, M, L	<u>Next Steps</u>	<u>Status</u> <u>Progress</u>
<b>ADMINISTRATIVE</b>			
<u>Meet with County Board</u>		Set Meetings Related to the Comprehensive Plan/Park System Plan Develop Annual Report	
<u>** Interaction with Boards and Committees</u>		Set Up Meeting to Review System Needs Lake Waconia Regional Park Boat Access Meet and discuss Parks and Trails Funding Continue to discuss partnering on Boat Access	
<u>Met. Council Representative</u> <u>MPOSC Representative</u> <u>Area Legislators</u> <u>DNR Officials</u>			
<u>Customer Access via Technology</u> <u>Information &amp; Customer Service</u>		Work with I.S. Dept - On Line Annual Permit Renewals County and Park Electronic News letter	
<u>Improve Customer Service/Park Operations</u>			
<u>Improve Internet access to information</u>		Staff Reports and Minutes	
<u>Develop Park Programs</u>			
<u>Develop Priority Listing to use Parks and Trails Funds From the Constitutional Amendment</u>		Develop listing - Not to supplant funding Projects - TE Trails/ Box Culvert Land acquisition Trail connections -Chaska to Victoria	
<u>Improve Participation and Public Awareness Through Marketing</u>		Work-Nick Kotovay on Electronic Communications Staff or provide displays @ at City Festivals	

Continue with Quarterly Newsletter

Intra-Cnty Collaborative Projects  
Sheriff's Dept  
Community Social Service  
Land and Water Services/ Environmental

Implement a Collaborative Enforcement Plan  
Continue Park Pass Assistance Program  
Use of Clean Water, Heritage, Parks @ Trails Funds

**Goals/Initiatives**  
(by functional area)

**2009**  
**Priority**  
**H,M,L**

**Next Steps**

**Status**  
**Progress**

Intra-Cnty Collaborative Projects  
Land and Water Services

Complete Comprehensive Plan

Provide Safe and Respectful Park Areas  
Park Patrol  
Park Ranger  
Improve Access to Parks

Continue to Support CSO's  
Budget Request  
Continue with Day Camps and other programs  
Implement Land Stewardship Program  
Update Trail Signage at Lake Minnewashta  
Park

\*\*Improve Park Funding

Work to Develop Funding Plan Through  
partnerships, and County Resources

Develop Resource Information  
and potential Measurable outcomes  
Employees per thousand  
Dollars expended per thousand  
Dollars expended per thousand  
Amount expended per residence

Analyze Past and Recent Survey Data to  
Determine Level of Support and Opportunity  
Analyze and Compare CC, to Other Metro Parks Systems  
Parks Systems and Surrounding Counties  
Inform County Board of findings

Long Term funding Strategy

2009 Implement 50K set aside for Land  
Seek Board Authorization to formulate Bonding  
Proposal  
Work with Trust for Public Lands to Develop  
a Listing of Persons Who Could Support a

Funding Proposal

**PLANNING/ACQUISITION/DEVELOPMENT**

Development

Lake Minnawashta Regional Park  
Box culvert Installation

Memorandum of Understanding with City of  
Chanhassen  
Contract with Consultant  
Develop initial plans and Project Memorandum

Lake Waconia Regional Park  
Memorial Forest

Possible Planting 09

Install Walking Trail

As work allows

Utilities

Determine if Excel needs to be relocated

Land Acquisition

Union Pacific Railroad (Chaska Ind. Lead)  
Work to acquire property within Lake  
Waconia Regional Park Boundary

Follow up Donation Request  
Conduct Appraisal of Pauls Parcel  
Determine an offer for Country Store Floral  
Continue Discussion with DNR on Partnering  
to acquire the Pauls Parcel

Planning

Master Plan Amendment to Include  
Coney Island

Continue Communication With Private Owner

Pilot Project for Alternative Development tract

Work with interested Land owner

Transportation Fund Grant Application

TE Fund Chaska Victoria Connection or  
TE Fund Union Pacific Railroad Chaska Ind. Lead

Other

Onan Observatory

Agreement needs to be renewed  
Promote Observatory Through Special Events  
Consideration for a second Building

<u>Goals/Initiatives</u> (by functional area)	<u>2009</u> <u>Priority</u> H,M,L	<u>Next Steps</u>	<u>Status</u> <u>Progress</u>
<u>Dakota Rail Line Stewardship Program</u>			
Management of Leases		Convert leases to permits	
Maintenance Program		Continue minor maintenance	
<u>Dakota Rail Regional Trail</u>			
		Conduct Open House to Review Plans and Specs	
		Bid work	
		Construction	
		Meet with City of Mayer - Trail Head	
		Service Demand - Economic Impact	
<u>Seminary Fen</u>			
		Support Acquisition by Other Agencies	
		Partner on Acquisition for Land for Trail	
<u>Possible Tours</u>			
Miller Lake		Select Possible Tours	
Bike Tour-Luce Line/Chaska to Victoria			
Canoe Tour Minnesota/Crow Rivers			
USFW Rapids Unit Visitor Center			
<u>Physically Challenged/Older</u>			
Continue with improvements		Re grade portions of trails at LMP	
		Budget Installation of Aggregate Pathways at Lake Minnewashta Regional Park	
<b><u>VOLUNTEERISM INITIATIVES</u></b>			
<u>Volunteer Program Initial Development</u>			
		Develop a List and Work to Define Volunteer Job Descriptions	
<u>Volunteer Opportunities</u>			
Arbor Day/Earth day		Continue Program	
Buckthorn Removal/Containment		Continue Program	