



CARVER COUNTY PARKS

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Division of Public Works

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Park Commission

Meeting Wednesday, January 7, 2015

6:30 Regular Meeting
Carver County Public Works
11360 Hwy 212, Cologne, MN 55322

Agenda

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the December 10, 2014 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 (6:33 p.m.)
- 6) Open to the Public (6:40 p.m.)
- 7) Old Business (6:45 p.m.)
 - a. Aquatic Invasive Species 2015 Program
- 8) Discussion
 - a. Park Land Preservation Draft Policy
- 9) Staff Reports (8:00 p.m.)
 - a. Trails Cost Participation Policy for Standalone Trails
 - b. MN River Bluffs Regional Trail
 - c. LWP Boat Access
 - d. Events and Activities
- 10) Commission Member Reports (8:10 p.m.)
- 11) Set Next Meeting Date (8:15 p.m.) – Proposed date February 11th
- 12) Adjourn Meeting (8:20 p.m.)

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

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Draft
Meeting Minutes
December 10, 2014

Members Present: Carroll Aasen, Ron Trick, Tom Hermann, Jim Manders, Gerald Bruner, Jim Boettcher, Commissioner Tim Lynch

Staff Present: Marty Walsh, Sam Pertz, Connie Keller, Jessica Fenn

Call to Order: Manders, called the meeting to order at **(6:29p.m.)**

New Employee Introduction (6:30 p.m.)
Staff introduced Jessica Fenn the Parks Department new Recreation and Volunteer Specialist to the Park Commission.

Approval of Minutes: **(6:33p.m.)**
Trick motioned to approve the minutes of the November 12, 2014 regular meeting minutes. Boettcher seconded the motion.
Motion passed 6 to 0.

Additions/Deletions to the Agenda: **(6:34p.m.)**
None

Approval of Agenda: **(6:34p.m.)**
Boettcher motioned to approve meeting agenda, Aasen seconded the motion.
Motion passed 6 to 0.

Commissioner Liaison Report: **(6:35p.m.)**
None

Open to the Public: **(6:35 p.m.)**

Public Present
Brent Baker, John Pearson attended to listen to AIS Discussion
Doug Parkinson - attended to comment on the Draft Land Protection Policy

Old Business: **(6:36p.m.)**

A. Eagle Lake Aerator Policy

Staff presented the Draft Aeration Policy and requested that the Park Commission recommend approval of the Aeration Policy to County Board.

Trick motioned Aasen second
All in favor to accept draft policy
Motion passes 6 to 0

Discussion (6:37)

A. Aquatic Invasive Species 2015 program

Staff presented to the Park Commission a PowerPoint on AIS. The items covered in the presentation: Recent AIS Milestones, Review CC AIS Services, Terms and Definitions, State AIS Prevention AID Funds (PAF), Proposed Use of 2014 AIS PAF, and 2015 AIS PAF (conceptual revenue available, service levels, menu of services).

Discussion occurred on the proposed "trailer sticker program" that is being implemented by the State and the cost of training and whether you have to pay for each trailer you have.

Staff presented the pros and cons for the two options for 2015. Option one is to maintain current service level, same service in 2015 that was done in 2014; Option two would expand level of service in 2015 which could consist of one or more of the following menu items of: increased inspection service (longer service season, extending hours, locations); decontamination services; "trailer-tag" service; grant program to other LGU's; increased AIS coordination service; supplant County & WMO funds; rapid response plan; other AIS prevention efforts.

Discussion was had on the different options and what the conceptual costs associated with each service item and where the overall funding comes from. They reviewed the level of services that were provided this past summer, which was the same level of service as in 2013.

Discussion occurred on a potential decontamination unit and how that would work, and the different types of units available; the cost to run this unit with additional staff, also discussed was the cost of treatment of infected lakes and process of the treatment being used at Christmas Lake.

Staff presented to the Park Commission an interactive worksheet where they could prioritize services from the item menu items for an expanded level of services. Staff showed on the worksheet different scenarios and the conceptual costs associated for the different scenarios. Staff also asked Mr. Baker and Mr. Pearson what they would like to see in expanded services and they were given a chance to develop a scenario of service options for 2015. Four scenarios were developed, two from individual commissioners, one from park commission consensus and one from the homeowner representatives.

Staff will take the four different scenarios developed, refine the service options and come back in January with greater detail. Additionally Staff will develop a scenario of services for 2015 which too will be presented in January. .

Aasen recommended that we send a Park Commission member to the AIS training in St. Cloud in January with the Parks department paying a cost of up to \$500.00;

Aasen motions

Bruner Seconds motion

Vote taken motion does not pass 3 to 3

Questions and comments:

Hermann asked if there are any decontamination units in the county; Staff stated that there are no units that are consistently stationed in the county. The DNR infrequently has one of their units in the county.

Manders asked how much are other counties getting from state funding; Staff stated that information is available on what each county is receiving from the state, staff stated they have a spread sheet with that information.

Lynch asked when we will know if the county will get grant dollars for the decontamination unit; Staff stated we should know by the end of this month, also stated that Minnehaha Creek Watershed District may help with dollars to help with purchase of unit if the grant application is unsuccessful

No other comments

B. Park Land Preservation Draft Policy

Staff presented to the Park Commission a draft policy for Park Land Protection in response to the Park Commission's request to consider policy language which would assist the County as requests are made to utilize park property for purposes other than the intended use.

Some of the language used in the draft policy is coming out of the Met Council policy guide lines and the Three Rivers land protection policy.

Staff presented the new draft policy for discussion.

Mr. Parkinson was in attendance and spoke on behalf of Park Side Church. He was in attendance to address some of the questions that Park Commission had from the October meeting. They went back to the engineers and were told they should look at one option for them to address instead of spending the money to address both. They are waiting for the City of Waconia to answer some of the questions with placement and annexation. They are looking for the best solution for both the Church and the County.

Aasen went out the church property/park property and took pictures of the area in question and shared with the staff and park commission members.

Discussion was had on the area in question and the options available for the Church the impact on the park property after the service would be installed on park property.

Staff asked what the overall dimension of the area affected if gas and cable where also included for installation; Mr. Parkinson stated he would have to get that clarified from utilities companies.

Staff asked the Park Commission how they feel about the Draft Policy for the Park Land Preservation.

Discussion was had on the policy with the minimizing the disturbance of the Park.

Parkinson wanted to know what the final process will be; Staff stated that they would bring back the draft policy back to the Park Commission for recommendation before going to the Board.

No other comments

Questions and Comments;

Aasen asked if some of the wetland that the church has could be exchanged for the easement that they are looking for. Lynch asked for what use – he also stated that is a onetime disruption of the property. Staff stated that the exchange of wetland for easement it is possible.

Manders asked if the church goes away, what the options would be going forward; Parkinson stated that the church is planning on staying for the long term.

Aasen stated we might want to put some sort of permit language into the draft policy; Staff stated that it is included in the draft policy language.

Manders asked if the policy meets the Met Council Policy needs; Staff stated that this policy does meet Met Council's needs.

Staff Reports:

(8:52p.m.)

A. Trails Cost Participation Policy for Standalone Trails

Staff updated the Park Commission on the Trails Cost Participation Policy and the status; staff stated that it had got hung up in the Land and Water services so it was tabled until December because of inconsistency in the policy language; there was confusion with some of the members who wanted additional language and clarification on trail locations.

No other Comments or Questions

B. MN River Bluffs Regional Trail

Open house for the trail was held on November 18th, comments were generally favorable.

Staff stated that the cost estimate was well above budgeted funds, so asked consultant to come back with alternatives to original plan. Some of the alternatives are using an alternate bridge design, consider 8' trail width, reduce rip rap, ditch cleaning, no additional aggregate base, no paving of levee trail, no trail striping, and minimal trailhead improvements.

Staff reviewed the cost and budget with the different alternatives with the Park Commission. Discussion was had on the different options and costs associated with the options.

Questions and Comments:

Aasen asked if the professional service fee is for the entire engineering plans; Staff stated that yes it was.

Hermann asked does the trail have to be paved to get the federal funds; Staff stated that it would be paved maybe not at the 10' width but at and 8' width instead, which meets the federal guidelines.

No other comments

C. Regional Solicitation for Bikeway and Trail Projects

Staff presented to Park Commission maps of the areas that grants were applied for in Caver County; Staff stated that we should know within four or five months how these projects scored for the grants. Funding would be available in 2018-2019 if any of these projects are chosen.

No comments or questions

D. DNR

i. Lake Waconia Boat Access

Staff updated commission on where the County is with regards to the DNR purchase of land for boat launch. The option has been reviewed by attorneys, looking to revise the JPA. Hope to take to County Board in January.

ii. Lake Minnewashta Park Cooperative Plank Agreement

DNR stated interest in agreement for materials for construction of ramp.

No comments or questions

E. Events and Activities

Staff reviewed the 2014 programs and special events.

Staff stated that we ran 8 successful weeks of summer day camps!

Staff reviewed the partnerships, day camps, special events; outdoor recreation programs that parks department offered in 2014, also shared pictures from this past year.

Staff reviewed special events that we offered in 2014 – Chili cook-off, candlelight skiing, camping with the stars, maple syrup tours/open house, bike connect event and division meeting activities.

Shared use data and registration revenue.

Shared future with building volunteerism, expanding opportunities and events and increase awareness of the park system and enhance partnerships and collaborations.

No comments or questions

Commission Member Reports: (9:24p.m.)

Boettcher shared that he and Aasen attended the Riley Purgatory Creek/Bluff Creek presentation on Christmas Lake infestation and found the presentation to be very interesting.

No other comments

Next Meeting Date: (9:31.m.)

Next meeting will be on January 7th, 2015 at 6:30pm meeting at Public Works Building in Cologne
(NOTE DATE CHANGE).

Adjourn Meeting: (9:34p.m.)

Aasen motioned to adjourn the meeting, Trick seconded the motion. Motion passed 6 to 0.



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Memo

To: Members of the Carver County Park Commission
CC: Martin Walsh
From: Sam Pertz
Date: 12/23/2014
Re: AIS Services: 2015

At the December 10th, 2014 meeting, Staff provided information pertaining to the funding and menu of service options proposed for the 2015 AIS prevention program.

Four options were developed by consensus of the Commission, individual commissioners & two representatives from local homeowners associations. Since the meeting, Staff has developed a 5th option of services. A brief overview of the five options is below...

Option 1 (Park Commission Consensus)

- Base-level Inspection & Coordination Service in '13/14
- Software, Signage & Technology Enhancement
- More Inspection Hours provided
- AIS Grant program to other LGU's
- Partially supplant CC/WMO funds
- Absorb Friends of Bavaria Homeowners stake
- Add .4FTE for CC AIS Management

Option 2 (Park Commissioner)

- Base-level Inspection & Coordination Service in '13/14
- Software, Signage & Technology Enhancement
- More Inspection Hours provided
- Rapid Response Plan

Option 3 (Park Commissioner)

- Base-level Inspection & Coordination Service in '13/14
- Software, Signage & Technology Enhancement
- More Inspection Hours provided
- AIS Grant program to other LGU's
- Absorb Friends of Bavaria Homeowners stake
- Partially supplant CC/WMO funds
- Add .2FTE CC AIS Management
- Contingency or higher wage for better Inspectors

Option 4 (Homeowners Representatives)

- Base-level Inspection & Coordination Service in '13/14
- Software, Signage & Technology Enhancement
- More Inspection Hours provided
- Free Decontamination Unit Service
- Add .4FTE for CC AIS Management
- Absorb Friends of Bavaria Homeowners stake

Option 5 (Staff Option)

- Base-level Inspection & Coordination Service in '13/14
- Software, Signage & Technology Enhancement
- More Inspection Hours provided
- Free Decontamination Unit Service
- Trailer-tag Service
- AIS Grant program to other LGU's
- Add .4FTE for CC AIS Management
- Absorb Friends of Bavaria Stake

Staff will review, further explain the menu of services provided, and provide additional information obtained since the December meeting.

Request:

It is requested that the Park Commission provide input and prioritize the five options of AIS services being considered for 2015. It is planned that the prioritized listing would be presented to the County Board at an upcoming workshop session.



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Administration
Operations
Program Delivery
Parks

MEMO

TO: Members of the Park Commission

FROM: Marty Walsh, Parks Director

SUBJECT: Draft Land Protection Policy

DATE: December 23, 2014

This memorandum continues the review process of the draft policy for park land projection in response to the Park Commission's request to consider policy language which would assist the County as requests are made to utilize park property for purposes other than the intended use.

The Park Commission reviewed the draft policy at its December 10, 2014 meeting. Both the draft policy and the December 5, 2014 Staff memorandum on the topic are attached.

The commission was advised that the draft Land Protection Policy is consistent with the 2030 Regional Parks Policy Plan.

Staff is again providing opportunity for additional comment and input before presenting the policy as an actionable item.

Recommendation: It is requested that the Park Commission review the draft policy for a second time and provide comments and suggestions. A staff recommendation is not provided and a recommendation from the Park Commission is not requested at this time.



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Administration
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MEMO

TO: Members of the Park Commission

FROM: Marty Walsh, Parks Director

SUBJECT: Draft Land Protection Policy

DATE: December 5, 2014

This memorandum and attached draft policy for park land projection is in response to the Park Commission's request to consider policy language which would assist the County as requests are made to utilize park property for purposes other than the intended use.

For practical purposes it is desirable for the County to have a policy in order to deal with such matters in a consistent way.

The Commission had requested at its November 12, 2014 meeting that staff develop policy language consistent with land protection strategies identified in the Metropolitan Councils 2030 Regional Park Policy Plan.

For the Commission's consideration, a draft policy is attached.

The below list of guiding principles was drawn upon to help state the need for policy language.

Guiding Principles:

- 1) To communicate with public park land protection policy, and be consistent with requests to utilize park property
- 2) Be consistent with Metropolitan Council's Regional Parks and Opens Space Policy Plan for land acquired with Metropolitan Council Funding
- 3) Lands intended for outdoor recreation activities are considered to be in their highest and best permanent use, these lands should be protected from unintended uses
- 4) The park or trail master plan defines acceptable uses and activities within a system unit
- 5) A proposed use of park land which is inconsistent with the intended use is considered to have an impact on the property if it precludes or substantially limits the future use of the property for which it was purchased

Recommendation: It is requested that the Park Commission review the draft policy and provide comments and suggestions. A staff recommendation is not provided and a recommendation from the Park Commission is not requested at this time.



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Draft

Park Land Protection Policy

Purpose:

This policy establishes a means to consider a request to utilize park land for purposes other than the intended use.

On occasion, individuals, institutions, and organizations, both public and private, have expressed interest in obtaining or diverting County park lands for other purposes. Examples may include: roadways, warning sirens, telecommunications towers, utility lines, billboards, and buildings. It is anticipated that such requests will continue as competition for space increases near County park property.

Responsibility:

Carver County Board shall have authority to approving or denying requests to utilize park land for purposes other than the intended use. The Carver County Park commission shall make recommendation to the County Board.

Definition(s):

Park Land –land or water area specifically purchased for recreational enjoyment of the public.

Master plan – Approved document which defines the park unit

Policy:

The County Board considers lands intended for outdoor recreation activities to be in their highest and best permanent use and will protect park land from being converted to uses other than their intended use.

Where proposed conversions of park property appear to be in the best interest of the County\County Park System and where all reasonable alternatives have been exhausted, the below criteria will be used to further evaluate conversion of park property.

- For land purchased with Metropolitan Council funding, whether the park system unit can continue to meet Council site and site attribute standards established for the particular type of park system unit (regional park, park reserve, trail greenway or special recreation feature)
- Whether the park system unit will continue to function as originally planned
- Whether environmental features (wildlife habitat, water quality) will be adversely affected

- Whether the loss of site or function will be made up through acquisition of a site with comparable characteristics adjacent to or in the immediate area of the current location
- Whether the need for the conversion, is generated by the recreational park system unit
- Whether loss of features or function will be made up through compensation. Such compensation to be utilized to develop or redevelop the park unit.
- Whether there is benefit to the park unit by the conversion

In those instances where the County Board determines that a proposed conversion of park property may meet these conditions; easements, permits or conversions may be granted which include the following requirements:

- Restoration of any physical or natural property removed or damaged, or equivalent monetary compensation shall be provided.
- Compensation will reflect the impact of the intrusion on the aesthetic and recreational values of parkland as well as the market value of affected land measured by its highest and best use, and for associated administrative costs.
- In any case where conversion of park property to other uses is proposed, applicants must satisfy Metropolitan Council policies governing such conversions, including, but not limited to, the requirement that equally valuable land or facilities be exchanged.