Carver
County
Parks
11360 Highway 212 West, Suite 2
Cologne, MN 55322

Park Commission Meeting
Wednesday, May 1, 2019

Lake Waconia Regional Park – Event Center
8140 Paradise Lane, Waconia

Site Tour 6:30 p.m.

Regular meeting 7:15
Agenda

1) Call Meeting to Order, Roll Call (7:15 p.m.)
2) Approval of the March 13, 2019 Regular Meeting Minutes (7:16 p.m.)
3) Additions or Deletions to the Agenda (7:17 p.m.)
4) Approval of Agenda (7:18 p.m.)
5) Commissioner Liaison Report (7:20 p.m.)
6) Open to the Public (7:25 p.m.)
7) Old Business (7:30 p.m.)
    a. Consideration to Eliminate Park Entrance Fees – Special Use Fees for High Use Park Facilities
8) New Busines (7:50 p.m.)
    a. Coney Island Phase I Vegetation Removal Bid Recomendation
9) Staff Reports (8:10 p.m.)
    a. Lake Waconia Regional Park
        i. Construction Planning
        ii. Picnic Shelter/Pavilion
    b. MN River Bluffs Slope Failure
    c. TH 5 Arboretum Regional Trail Connection
    d. Park System Operations & Recreation Services Update
    e. Legislative Update
    f. Three Rivers Park District Mountain Bike Course at Carver Park Reserve and Request for Maintenance Equipment Cost Particpation
10) Commission Member Reports (8:40p.m.)
11) Set Next Meeting Date (8:45 p.m.) –June 12, 2019 Location TBD
12) Adjourn Meeting (8:50 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
March 13, 2019

Members Present: Jim Manders, Gerald Bruner, Mark Lagergren, Jim Boettcher, and Commissioner Lynch

Staff Present: Marty Walsh, Connie Keller

Call to Order: Bruner called the meeting to order at **(6:30p.m.)**

Approval of Minutes: **(6:30p.m.)**
Manders motioned to approve the minutes of the February 13, 2019 regular meeting minutes Bruner seconded the motion.
Motion passed 4 to 0.

Additions/Deletions to the Agenda: **(6:30p.m.)**
None

Approval of Agenda: **(6:30 p.m.)**
Lagergren motioned to approve meeting agenda.
Bruner seconded the motion.
Motion passed 4 to 0.

Commissioner Liaison Report: **(6:43p.m.)**

Lynch stated that the Lake Waconia Event center is the big topic and that staff will have additional information on the different options for the Event Center.

Open to the Public: **(6:31 p.m.)**

John Braunwarth was present to voice his concerns on the aerators and if anyone is reading the oxygen levels on Eagle Lake. He stated that the DNR was on the lake and tested the oxygen levels of the lake and found very low levels or no oxygen at all in the lake and how this is causing a large fish kill. He feels that the location of aerators and how they are run is a big concern. Conversation was had on the background of the aerators and the reasoning of the location of aerator and the reasoning behind not turning them on all at once due to safety concerns. Staff stated that they are willing to work with him to reposition the aerators and also stated that that if the neighbors wanted to be involved with monitoring the aerator system and oxygen levels that staff would welcome citizen involvement.

Questions or comments:
Manders asked if he has heard if any other lakes have had any oxygen problems in the county, Bruanwarth shared that Lake in Brownton didn't have any issues with oxygen levels and they have been running aerators.

No other Questions or Comments

Consent Agenda **(6:42 p.m.)**

a. **Waconia Hockey Association Use Permit for the Waconia Event Center**

Manders Motions to approve the Special Event User Permit to the Hockey Association
Bruner Seconds the Motion
All in Favor Motion passes 4 to 0.

Presentation (6:44 p.m.)

a. **Three Rivers Park District Mountain Bike Course at Carver Park Reserve and Request for Maintenance Equipment Cost Participation**

Luke Skinner from Three Rivers Park District was present to share with Park Commission members information on the Mountain Bike course proposed at Carver Park Reserve.

Skinner stated that they were approached by Onetrack Mind Foundation over a year ago whose main purpose is to develop single track trails across the country. Onetrack had been working with local High School teams to build single track trails in the area. Skinner shared a map of the current Mountain Bike trails in the metro area the map indicated a gap in southwest metro area. Skinner shared the cost of develop these trails and that the foundation will be funding this for design and construction. Conversation was had on type of trail that would be built which would be a single track trail and the different skill level for this type of trail and who would use these trails and if they would be used for only races. Skinner stated that there would be 10 miles of trail and showed on map approximate area of Carver Park Reserve were these trails could be located. He stated that they would minimize natural resource impacts, impacts to other user groups and utilize current access/parking within the park. He stated that these trails could also groomed in the winter for use.

Skinner stated that they will bring a plan to their board in March. If approved, they would start the design work with public engagement before and during the design phase. The plan is to have a completed and approved design by July and start work in late summer. Project completion is fall of 2019. Conversation was had on location of trail and if it will interfere with horse trails other general use areas and wetland areas.

Skinner stated that partnership proposal would be a onetime donation of $20,000 to help cover the needed maintenance equipment. Skinner shared costs of different types of equipment that would be needed, cost of staff costs and fuel costs. He also shared the benefits of a partnership and future partnerships.

Staff stated that they feel that there are benefits to partnering and it aligns with the comprehensive plan with forming partnerships. Staff also stated that we have partnered with the trail in Victoria on a maintenance agreement. Staff stated that it is a growing sport and sees a need in the community for this type of activity.

Conversation was had on the benefit of partner with Three Rivers Park and using the resources that we might have used to do a study for putting a trail in one of our park. Staff stated that Chaska is also moving forward with a smaller mountain bike trail. Staff stated that we may be able to look at these partnerships for possible using facilities for programming.

Staff stated that if the park commission supports the idea, then staff would look at funding sources. Park Commission members that were present would be in favor of partnership. Conversation was had on the benefits to county.

Questions or Comments:
Staff asked what the overall capital investment is for this project; Skinner stated about $400,000 for design and construction. Staff asked who all the partners are in this project; Skinner stated that Onetrack Mind Foundation and they also work with volunteers.

Manders asked if there would be a fee to use the trails; Skinner stated that at this time no fee but that could change in the future.

Lynch asked if the agreement with Onetrack is that they keep it open for five years or forever. Skinner stated that there is nothing in the agreement specifying the term of use. He stated that it is a growing sport so they don't see having to close it for lack of use.

Bruner asked what the lure is in Mountain Biking compared to regular biking; Skinner stated that it is a different challenge then riding down the road.

Conversation was had on the different features and challenges on the trails and how there is a need for these trails and how people and high school teams are wanting them in the county. Conversation was also had on use by high school teams and if they would take over the trails or if they would be scheduled at certain times.

Manders asked about level of difficulty of trail; Skinner stated that there may be a range of easier trails up to more difficult but that will be decided when design work is done.

No Questions or Comments

Old Business **(7:33 p.m.)**

a. Customer Service Scenarios without Entrance Fees

i. High Use Facility Service Management Options

Staff shared mitigation solutions with increased use to high use facilities at the parks with park commission members. Staff broke down solutions by high use areas like off-leash dog area, public watercraft access at Lake Minnewashta Regional Park, beach facilities, campground and picnic shelters.

Two of the most used areas in question is the off-leash dog park and boat access at Lake Minnewashta Regional Park. Solutions for the off-leash dog area consisted of leaving the facility as is today and allow self-mitigation, increase designated parking in existing area, and staff park entrance during peak hours/days. For the boat landing possible solutions include coordinating with AIS inspectors to mitigate parking issues or implementing a fee specific to these two use areas.

For the beach areas, leave facilities as is today allow users to self-mitigate, increase parking and facilities areas, increase lifeguard services during peak times. Solutions for the campground and picnic shelters consisted of leaving facility and operational model as they are today; increase in users viewed as a positive situation; could increase rates.

Staff stated that we may have a spike in use initially at the areas discussed, but it is likely the users will self-mitigate and use will level out.

Staff stated that if we consider a fee, we need to nail down a cost for a fee base system. The cost of printing, electronic pay stations and what type of fees would be generated. Conversation was had on how would you monitor if someone paid the fee for the dog park or the boat landing with permit stickers or some other way. Conversation was had if the fee would be used to control access or for the money and would the cost to implement this be worth it. Conversation was had on collecting fees and how much that might be and how much Three Rivers Park was collecting with their fee structure.

Conversation was had on how many people are using the boat landing and would it be an issue, and if using the AIS staff to monitor.

Staff asked the park commission members about the operational solutions provided, what they would consider to be most important. The consensus for the dog park was to leave facility as it is today, and possible increasing parking. For the boat landing, some members like to leave as is. Some would like to see a fee. The beach facility leave as is, camping and picnic shelters leave as is, and look at market rates for camping and picnic shelters to make sure rates are in line with others.

Staff stated that this is informational and no recommendation is needed, this could go to a workshop session to County Board.

Questions or Comments:
Bruner asked if we have checked with other counties and how they handle fees; Staff stated that the only three regional parks that charge a entrance fee is Anoka, Washington, and Carver. Dakota, Three Rivers, Minneapolis parks don't charge entrance fees.

Manders stated that his observation that out of the four items presented, camping will self-regulate, the beach could potential be an issue from late June – August depending on water quality and users could regulate themselves. The Dog Park is year round, the boat access is a challenge in the summer. There could be push back on parking for the facilities and a potential challenge.

Bruner stated that he feels that we should charge for the dog park and the boat landing. Conversation was had on other areas were you pay to launch boats, if there is another area on Lake Minnewashta to launch a boat, and if the City of Chanhassen would allow more boat access parking.

b. 2040 Parks and Open Space System Plan

Staff shared a memo with the pages that have been changed on the 2040 comprehensive plan. Staff pointed out a couple of the questions. The City of Watertown was looking for clarification of the Crow River Trial alignment and the linking trail that comes in from Wright County.

Staff stated that the County Bard at it's the next meeting will consider advancing the comp plan.

Staff stated each comment was addressed on the spreadsheet, if park commission members have any questions or concern to bring them forward.

Lagergren motion to approve the Draft 2040 Parks Open Space and Trails Chapter
Manders second motion
Motion passes 4 to 0.

No Questions or Comments

Staff Reports: **(8:19 p.m.)**

A. Waconia Event Center

Staff shared information that was provided at the County Board workshop session in February. Information included site grading, shelter locations, plaza area, restrooms, parking lots, trails, views from plaza, and lawn space. Also reviewed was the two Event Center facility options and cost of those options. Also covered was grading of the park and how the Event Center is impacted by grading, storm water drainage, and sanitary sewer connections. Staff shared a diagram of the storm water design with the elevation of the Event Center and shared the Phase 1 design of parking lot with its the elevation. Also provided were the future phases and design challenges with the Event Center siting so low. Staff shared a diagram of park area that would need to have fill.

The direction from Count Board from the January meeting is to hire consulting services for conceptual design of a new building and a complete rehab of the existing building. Staff also shared a table on the +/- of leaving the building as is, rehabbing the building, a new WEC, and building removal. Graph overall showed that removing the building or a new WEC had more positive attributes.

Staff shared the Metropolitan Council guidance for the WEC, which they stated is no longer and interim program from there prospective.

The options for the WEC building is to repurpose the building, build new building or demolish to be consistent with the funding source used to acquire the property.

Staff shared other updates with preliminary estimated costs for phase 1, schedules, location of utility services and annexation into the city and the timeline for that.

Staff stated that the old shelter and restroom will be removed; staff shared the potential cost to replace and the next steps for a possible construction date for fall of 2019.

Staff stated that the direction of the County Board was not unanimous but they stated not to invest further into building. Board members requested obtaining a proposal for schematic design for a new WEC and market and cost benefit analysis. Staff was also going to get estimates on a cost to remove the building.

Staff will keep park commission members updated.

Questions or Comments:
Manders asked about the water and sewer to extend through the park and getting approval for annexation purposes; Staff stated that the City of Waconia is moving forward with approvals to construct the utility extension and hopes to have approvals by next week.

Bruner asked about the not unanimous vote on the Event Center; Staff stated that there was hesitation on where do we go from here and with a competitive market place, what will it take to run the Event Center. Conversation was had on the potential use if a new building was to be built.

Manders referenced the parks mission statement. He feels the Event Center doesn't fit will with the mission statement.

Staff stated that the next steps would be to bring back the proposal costs to consider designing a new building and what components would be included as part of this building along with siting the location of the building.

B. <u>Lake Waconia Regional Park</u>

i. Construction Planning

Staff shared a PowerPoint and shared the preliminary design and the grading plan, sharing the old alignment of Hwy 5 and the location of Metro. Council sewer lines and shared the potential location of the city utilities. Conversation was had on the area in question and if it will impact any of our plans. A benefit is the utilities are closer to our buildings which could reduce our cost on hooking up to the services. Staff stated that one issue would be the location of the utilities at the Event Center, fill may be needed to cover the pipe, they are looking at it.

Staff shared that fill material is needed and they could take fill from inside the park to help reduce hauling material to the park.

Staff did get a call from the DNR to put together an cooperative agreement for the design and construction of the DNR parking lot to be done concurrently with grading work for the park.

Staff stated that will ask the County Board next week to authorize bidding for the phase 1 work on Coney Island.
Staff shared a plan which indicated hazardous materials on the island. Staff stated they will be looking at options to deal with these areas and the cost that will be associated with this cleanup. Staff stated that some sites may have to have fencing put around them if we can't get to everything.

C. <u>MN River Bluffs Slope Failure</u>

Executed purchase agreement and MOU have secured our spot in line for funding. Staff stated there are two funding sources one is the ENTF which is the one the Metropolitan Council wants us to go after but we have to go back to the LCCMR to expand the project list and seek approval on the public to public transfer. The other

fund is the Parks and Trails Fund. An unresolved issue on the Purchase agreement is the mortgage agreement, still working on that.

No Questions or Comments

D. TH 5 Arboretum Regional Trail Connection

Staff is working on keeping this project on track, and stated the apple orchard that the trail goes through is also historic but it has been determined there will be no adverse effect. The State Historic Preservation Office also has issue with a deer fence but we have moved forward. Native American artifacts have been discovered but we are moving forward with work so we don't lose the federal funding. Snow will be removed so they can start work as soon as possible. We are hoping this work will keep project on track. The best case scenario is that the cultural resource findings will not be significant. We need to have all this work done by June and have a project memorandum done by June to get this project bid.

Questions and Comments:
Manders asked about the cultural resource work and if this is dictated by the funds coming from a federal agency and if a developer would have to go through this cultural resource work; Staff stated no they are not government agencies.

E. Park Operations & Recreation Services updates:

Staff shared pictures of programs that have taken place this past month like, XC ski lessons, snowshoeing, log rolling to name a few.

Staff shared that the Maple Syrup Open House will be held on March 23rd if anyone is interested in coming out.

Commission Member Reports: (9:07 p.m.)
Boetttcher shared that the approval of home development on Princes property in Chanhassen was approved. He stated that 54 acres will be park property with trails that will hook up with Lake Ann. He feels good overall about the project. Conversation was had on the process and the development.

Manders stated that he was out at Lake Minnewashta on Monday to ski and the trails were outstanding!

Next Meeting Date: (9:16 p.m.)
Next meeting will be on April 10, 2019. The meeting will be held at Public Works Building in Cologne at 6:30p.m.
Also proposed, the May meeting to be held on First Wednesday of the month (May 1st).

Adjourn Meeting: (9:17 p.m.)
Boettcher motioned to adjourn the meeting.
Manders seconded the motion.
Motion passed 4 to 0.

Final Minutes prepared by Connie Keller

Approved by Commission Chair _____.

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MEMO

TO: Members of the Park Commission
FROM: Samuel Pertz, Parks & Recreation Supervisor
SUBJECT: Consideration to Eliminate Park Entrance Fees – Special Use Fees for High Use Park Facilities
DATE: April 4th, 2019

This memo is intended to further brief the Park Commission about the requested consideration to eliminate park entrance fees as requested by members of the County Board.

After presenting four service scenarios at the February 2019 meeting, members of the Park Commission raised questions about an increase in use of the most popular park facilities and what outcomes might surface without the implementation of various operational solutions. Further discussion by the Commission at the March 2019 meeting requested a further understanding of how special use fees applied to the off-leash dog area and public boat access might mitigate capacity issues driven by high use/demand. Staff were charged with estimating operational & program delivery costs that would be triggered by this mitigation approach. In addition, staff researched what restrictions or implications, if any, might come into play pertaining to the cooperative agreements for both facilities.

Off-leash Dog Area:
The County entered into cooperative agreements with the City of Chanhassen, City of Shorewood and the Shorewood Parks Foundation in 2007 with the development of the off-leash dog area at Lake Minnewashta Regional Park. The three agencies provided funding towards the project at various levels. In reviewing the agreement, there is not specific language that would restrict special fees to be applied for use of the facility. Furthermore, City of Chanhassen Park staff did indicate from a department perspective, there would not be support for special fees directed toward facility access. City staff were unable to forecast how their Commissioners might respond to such a program.

Public Boat Access:
The County entered into a cooperative agreement with the State (DNR) in 2014 in coordination of the boat access enhancement project at Lake Minnewashta Regional Park. The agreement provided, at no hard costs to the County, planking material used to construct the watercraft launch ramp. In reviewing the terms of the agreement as well as consulting with DNR officials, applying a special use fee for watercraft access use would conflict with the agreement. Pursuing a special use fee for the facility, would require reimbursement of DNR funds ($25k) utilized to purchase the plank material. DNR officials did indicate request to repay the State was an unlikely option. The cooperative agreement is largely rooted in providing equitable access to the waterbody. The DNR does not consider park entrance fees to deter equitable access as it is uniform for all park users.

Staff did calculate basic hard costs should a program for these two park facilities require special use fees. Standard operations as they exist today, would not bring on noteworthy added cost in staffing expense/labor if special use fees programs were implemented. Monitoring/delivering the program would be internalized within existing staff duties and operations. Hard costs in terms of supplies needed to deliver the programs are estimated to range from $750 - $4,800 annually. Costs shown are estimations based off user visitation information obtained from Three Rivers Park District operating under a similar program involving special use fees for high demand park facilities.

Recommendation:
Staff is not seeking a recommendation from the Park Commission at this time.

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MEMO

TO: Members of the Park Commission
FROM: Martin Walsh, Parks and Recreation Director
SUBJECT: Coney Island Phase I Development Vegetation Removal
DATE: 4/26/19

On March 19, 2019 the County Board authorized advertisement for bid work for the cleanup and development of Coney Island. Bids for vegetation removal were received and opened on Tuesday, April 23rd, 2019.

Husky Construction Inc. provided the lowest qualified bid proposal.

	Engineers estimate	Husky Construction Inc. (Low Bidder)
Base Bid	$277, 018	$202,040
Bid Alternate #1	$18,750	$8,750
Bid Alternate #2	$320	$480
Bid Alternate #3	$18,000	$18,000
Total	$314,088	$229,270

Available Funding for the project is listed below:

Parks and Trails Funding SG 05696	$189,832
2014 CPA	$14,375
Charitable Donation	$900,000
2019 Schedule E	$100,000
Total	**1,204,207**

Additional bid amounts are provided on the attached bid summary.

Recommendation: It is requested that the Park Commission make recommendation to the County Board to award the contract for Coney Island Vegetation Removal to Husky Construction Inc. including the base bid and bid alternates #2 & #3 for an overall contract amount of $220,520.

Bidders List

R-011092-000

Contractor Count: 4

Owner: Carver County County
Project No. 16-529-517A

Bid Date: 04/23/2019
Bid Time: 10:00 a.m. CDT

Project Description: Coney Island Vegetation Removal

Project Manager: Candace Amberg, PLA
City Parks and Recreation Director: Martin Walsh

Read By: _____

Recorded By: _____

Contractor	Add. No. 1 Rec'd.	Add. No. 2 Rec'd.	Add. No. 3 Rec'd.	Non-Collusion Affidavit	Responsible Contractor Verification	Bid Bond (5%)	Total Base Bid	Alternate Bid	Grand Total (Base + Alternate)
GL Contracting Inc.	✓	✓	✓	✓	✓	✓	$259,881.20	$25,034.00	$284,915.20
Kivisto West Tree Service LLC.	✓	✓	✓	✓	✓	✓	$272,461.83	$11,415.25	$283,877.08
Tony's Outdoor Services									NO BID
Urban Companies	✓	✓	✓	✓	✓	✓	$340,390.00	$35,400.00	$375,790.00
Husky Construction	✓	✓	✓	✓	✓	✓	$200 456.00	$27,782.00	$227,782.00