



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

**Park Commission Meeting  
Wednesday, December 18, 2019**

**Carver County Public Works Headquarters  
11360 Hwy 212, Cologne, MN 55322  
Conference Room #1**

**Regular meeting 6:30**

**Agenda**

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the October 16, 2019 Regular Meeting Minutes (6:32 p.m.)
- 3) Additions or Deletions to the Agenda (6:33 p.m.)
- 4) Approval of Agenda (6:35 p.m.)
- 5) Commissioner Liaison Report (6:38 p.m.)
- 6) Open to the Public (6:40 p.m.)
- 7) Discussion (6:45 p.m.)
  - a. 2020-2025 CIP
  - b. 2020 Planning Activities
  - c. Winter Services and Operations
- 8) Staff Reports (7:30 p.m.)
  - a. Lake Waconia Regional Park/ Coney Island
    - i. Planning and Construction Activities
  - b. TH 5 Arboretum Regional Trail Connection
  - c. Park System Operations & Recreation Services Update
- 9) Commission Member Reports (8:00 p.m.)
- 10) Set Next Meeting Date (8:05 p.m.) – January 8, 2020
- 11) Adjourn Meeting (8:10 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

## October 16, 2019

**Members Present:** Jim Manders, Gerald Bruner, Curt Kobilarcsik, Mark Lagergren, Scott Welvaert, Paul Modeen and Commissioner Lynch

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

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

**Approval of Minutes:** **(6:30 p.m.)**  
Lagergren motioned to approve the minutes of the September 11, 2019 regular meeting minutes Welvaert seconded the motion.  
Motion passed 6 to 0.

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

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

**Commissioner Liaison Report:** **(6:31p.m.)**  
Commissioner Lynch is excited to hear about the progress in the park and on the island. Stated that people are excited about the elimination of the park fees.

**Open to the Public:** **(6:32p.m.)**  
None Present  
Rick Osberg from James R. Hill, Inc. was present for New Business Item.

**New Business** **(6:32 p.m.)**

Staff introduced Rick Osberg from James R. Hill, Inc. he is here to share information on the proposal to perform grading, restoration and landscaping on property north of the Lake Waconia Regional Park.

Staff shared on a map the location of the housing development (Shores of Lake Waconia), which will consist of 37 homes. Staff also shared the plans and showed where the trail would come into the park from the development, this trail would come out on Hwy 92.

Osberg shared the property is close to the park property line. He proposed a sloped bank, restoring of the area with native grasses and trees that will take place at the property line. He thinks it provides a good buffer between park and private property, they would provide signage stating entering park. Trail will be drivable and maintainable.

Staff stated that an issue where parks meet private property is trespass, the embank would make this less desirable to walk towards the home. Having a retaining wall would be close to park property and having to fix that wall could mean future disturbance to park property. Staff stated that we are working to avoid the retaining wall because of the benefits of not having the wall to both properties. Staff feels that the landscaping of the area with native plants would not require a lot of maintenance.

Staff proposes that the Park Commission recommend an access agreement to allow for site grading and landscaping on park property in the area of lot 1 as identified in plans for the Shores of Waconia Development. Additional, 1) the Commission recommends that native plants be used for landscape planting and they are to be approved by the Parks Director, such approval should not be unreasonably withheld. 2) The access agreement has a term of 3 years which is to provide for maintenance of the landscape and works to ensure survivability of the landscape plantings. The County makes no warranty to replace the landscape plantings. 3) A minimum of three property boundary markers are to be provided along the property line.

Bruner moved to approve staff recommendation.

Lagergren Seconds the Motion.

Motion passes 6 to 0.

Questions or comments:

Bruner wanted to reiterate that there won't be any wall of any kind on park property; Osberg stated if we approve the embankment the only retaining wall would be at the end of cul-da-sac. Bruner asked if the homeowner would be able to put a fence up if they had a problem with people coming on to their property. Osberg stated that the development would be under a HOA and they would determine if there could be a fence put up. The lake area and berm will be planted with a large number of plantings which would hopefully make it so people don't want to come through yards.

Manders asked about the boundary and who maintains, staffed stated that the access agreement would be for three-years to make sure that the plants have established and no need for replanting's. Manders also asked about the docks and if people would want to go out to these docks. Conversation was had on the vegetation that would be planted to deter people from accessing this area as well as the height of the berm. Conversation was had on people possibly trespassing on private property. Talked about the development on the other side of park that there have been no issues with people going on to their property, signs are posted, and they have a gate to their docks.

Lagergren asked who will maintain this trail; Staff stated that the city will maintain the trail that is inside the development. Staff has had conversation with the City of Waconia staff for them maintaining the trails inside the park, but they would not own the trails. Discussion was had on the proposed trail on Hwy 92 and who would maintain that trail and how the trail would loop through the park and into development. Staff shared a visual of the trails.

Kobilarcsik asked what the benefit would be; staff shared what they think the benefits are the lot would have a better slope to their back yard, the grading and a landscaping on park property provides a natural looking appearance instead of a large retaining wall. Slope work will direct trail users to the trail entrance point and into the development, it would be less likely for people to shortcut the trail alignment. Landscaping works to buffer view from the park towards Lot 1 and provides visual screening from home to activities within the park. This work is being done at no cost to parks, and the parks is not giving up any property. If there is fencing, that would be a homeowner expense.

Kobilarcsik asked if the slope failed due to erosion who would be responsible for that; Conversation storm water runoff and drainage from the house and how vegetation would stabilize the area and likelihood of slope failure.

Bruner stated he would not like to see the retaining wall and landscaping could enhance both properties.

Kobilarcsik asked if there would be a savings with the slope; Osberg stated that if there would be a need to access this area it would be less expense if it is a slope and not a retaining wall.

Modeen asked if the county is handcuffed the parks if we want to use this area; Staff stated that we are not giving up any property rights.

Osberg stated that he will check with landscaping department and making the vegetation denser.

Conversation was had on the area of the trail and the activity that might happen in that area of the park.

Conversation was had if the developer or parks is benefiting more.

Conversation was had on the trail on Hwy 92 and the location of that trail, and the location of the future trail going north to St. Boni.

Lynch asked how many of the homes face the lake; Osberg stated 16.

Manders asked where stormwater goes for this development; Osberg stated that the water is going north into two storm water ponds with wetlands and where it goes from there. Also explaining the water run off on the lake lots.

No other questions or comments

**Staff Reports:** (7:21 p.m.)

**A. Lake Waconia Regional Park**  
**i. Planning Construction Activities**

**Main Park:**

Staff shared pictures of what has been happening in the park, with grading, removal of buildings, and vegetation removal. Staff stated that the rain has caused some issues with standing water and muddy conditions.

Staff stated that the DNR permit has finally been approved, sharing that the permitting process/authorization with them and Stormwater management has been challenging. Xcel Energy has not moved the power poles. Staff stated that the permitting process with the DNR and the City started back in June.

Contractor will be starting on the storm water ponds later this week.

Questions or Comments:

Manders asked if the grading would be done by fall; Staff stated that was the hope to have it done but with all the rain and the permitting hang up things might not be completed. Staff will meet with contractor on Friday with the plan going forward.

No other questions or comments

**Coney Island:**

Staff shared pictures of the island and the work that has been done, pictures of the trails, areas that will have picnic tables installed, removal of garbage at the Hersfield House and pictures of what the area looks like after the foundation was filled in. Also shared were pictures of the area of the retaining wall.

Staff also shared a picture of the Waconia Conservation Club that was out on the island for a cleanup day in September, staff shared all the things that were removed by that group. Staff shared that they could possible have one more group from Island View Golf Club out to the island for another cleanup day.

Staff shared that the grant for the interpretation of Coney Island is in the final review and that the application that was submitted made the preliminary cut in September. All the projects will be reviewed in the first week of November. Staff also stated that they have four interested firms to help with the interpretation work.

Staff also stated that they have invited the snowmobile club out to the island for some collaboration on use of the island in the winter.

**Question or Comments:**

Kobilarcsik asked if they are done with test sites; Staff stated yes but they are still out there when things are being removed from the island and when the soil was removed for the retaining wall.

Lynch asked about the maintenance for the lawn; staff stated that some of the lawn will grow longer, plan is to have minimal maintenance. Will mow or weed whip around picnic tables and general use areas. Conversation was had on any erosion that has taken place on the island, and what water management is requesting.

Manders asked if all the asbestos has been removed; Staff stated no, but we have had a great start to remove it.

Manders asked when the island would be open to public; Staff stated we are working on that, we have had the county insurance agency and the sheriff's office out to the island to take a look at what has been done and they were very impressed. We will do an assessment of island to make sure that it can be opened with safety in mind, biggest issue is not having restrooms on the island. Conversation was had on constructing restrooms or using portable restrooms and if that would delay the opening of the island.

Manders asked about access back and forth to island; staff stated we have some outreach grant money that we could use to possibly fund transportation to and from the island and park, something that will have to be worked out or other ways for people to get out to island.

No other questions or comments

***B. TH 5 Arboretum Regional Trail Connection***

Staff updated park commission that advertising will be going out in November for a bid opening on December 12<sup>th</sup> this project is being paired with the Hwy 41 and Lyman Blvd (County 18) project which is a mile from Hwy 5 and Hwy 41 we are hoping this will result in competitive bids and possible efficiencies with these two projects.

**Questions or Comments:**

Lagergren asked when construction would begin; staff stated that would probably be in the spring when frost is out, some work could possible be done in the winter if possible, with tree removal.

No other questions or comments

***C. Elimination of Park Entrance Fees – Communications & Implementation Update***

Staff shared with park commission members on what has been done to communicate information out to public on the elimination of fees with things like eblasts, Facebook posts, articles in the paper and sharing what is planned in the next few months and beyond the December 1<sup>st</sup> date. Staff shared a potential flyer and postcard that is in the works that will be used to communicate to public with the flyer going out in the local papers and the postcard that will be send out to the rural areas of the county and possible do them a few times with seasonal items on the flyer and postcard to remind people what is offered at the parks year around.

Staff also commented on communication with Met Council on doing intensive park counts in 2020 to see how not having the entrance fees impacts the parks.

No questions or comments

**D. Park System Operations & Recreation Services updates**

Staff mentioned the trail of fun event that will be taking place at Athletic Park in Chaska and if the park commission members would like to come out to attend. This is event is a partnership with the City of Chaska Park and Rec. Expecting over 1000 people to attend.

Will be receiving the voyager canoe soon and we will be working on programs that will use this new equipment.

Camping season will conclude for the season this weekend.

No questions or comments

**Commission Member Reports:** (8:04p.m.)

Bruners stated that he will be attending meeting with the pollution control agency in St. Paul.

Modeen stated that he also will be attending the pollution control meeting.

**Next Meeting Date:** (8:06 p.m.)

Next meeting will be on November 13, 2019 Staff will determine if meeting is needed.

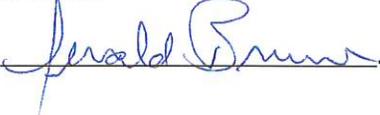
**Adjourn Meeting:** (8:07 p.m.)

Manders motioned to adjourn the meeting.

Welvaert seconded the motion.

Motion passed 6 to 0 .

Final Minutes prepared by Connie Keller

Approved by Commission Chair 



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**MEMO**

**TO: Members of the Park Commission**  
**FROM: Martin Walsh, Parks and Recreation Director**  
**SUBJECT: 2020-2025 Capital Improvement Plan**  
**DATE: December 13, 2019**

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Attached please see the 2020 Capital Improvement Plan which is proposed for adoption by the County Board and 2021-2025 Capital Improvement plan which is a longer term forecast of upcoming projects. The longer-term forecasted projects are to be presented to the County Board in an upcoming meeting.

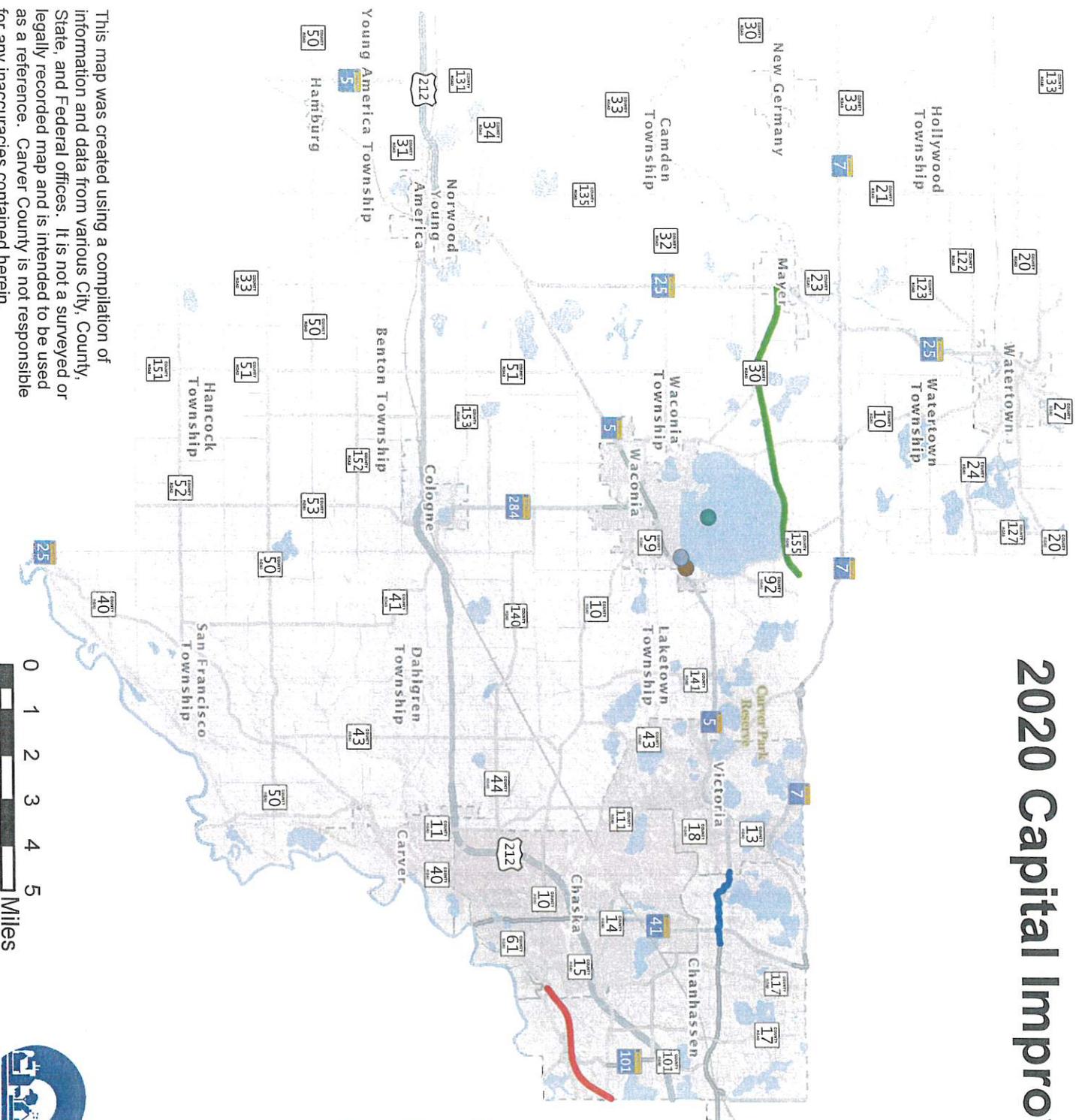
Further, the next round of grant submittals for Parks and Trails Legacy funds for State Fiscal Year 2022 and 2023, or calendar years 2021 and 2022, will occur this spring.

Currently in the CIP, it is proposed that for SFY 2022/Calendar Year 2021, that these funds would be allocated towards the playground at Lake Waconia Regional Park. This proposal assumes that we do not receive enough or any funding through the 2020 legislature for additional development at Lake Waconia Regional Park.

Also proposed for SFY 2023/Calendar Year 2022 Parks and Trails Legacy Funds would be utilized at Baylor Regional Park to address ADA compliance items, deck area and boardwalk.

Staff is presenting the information for awareness seeking additional input on items proposed for 2021-2025.

# 2020 Capital Improvement Plan



- Phase II Coney Island Cleanup & Restrooms
- Phase II Lake Waconia Regional Park Restroom/Picnic Shelter, Playground, Plaza Services Building (Bonding Request)
- Lake Waconia Regional Park Reimbursement for Land Acquisition
- Minnesota River Bluff Regional Trail Acquisition & Repair
- Dakota Rail Regional Trail Phase I Pavement Management
- TH 5 Regional Trail Arboretum Connection Construction

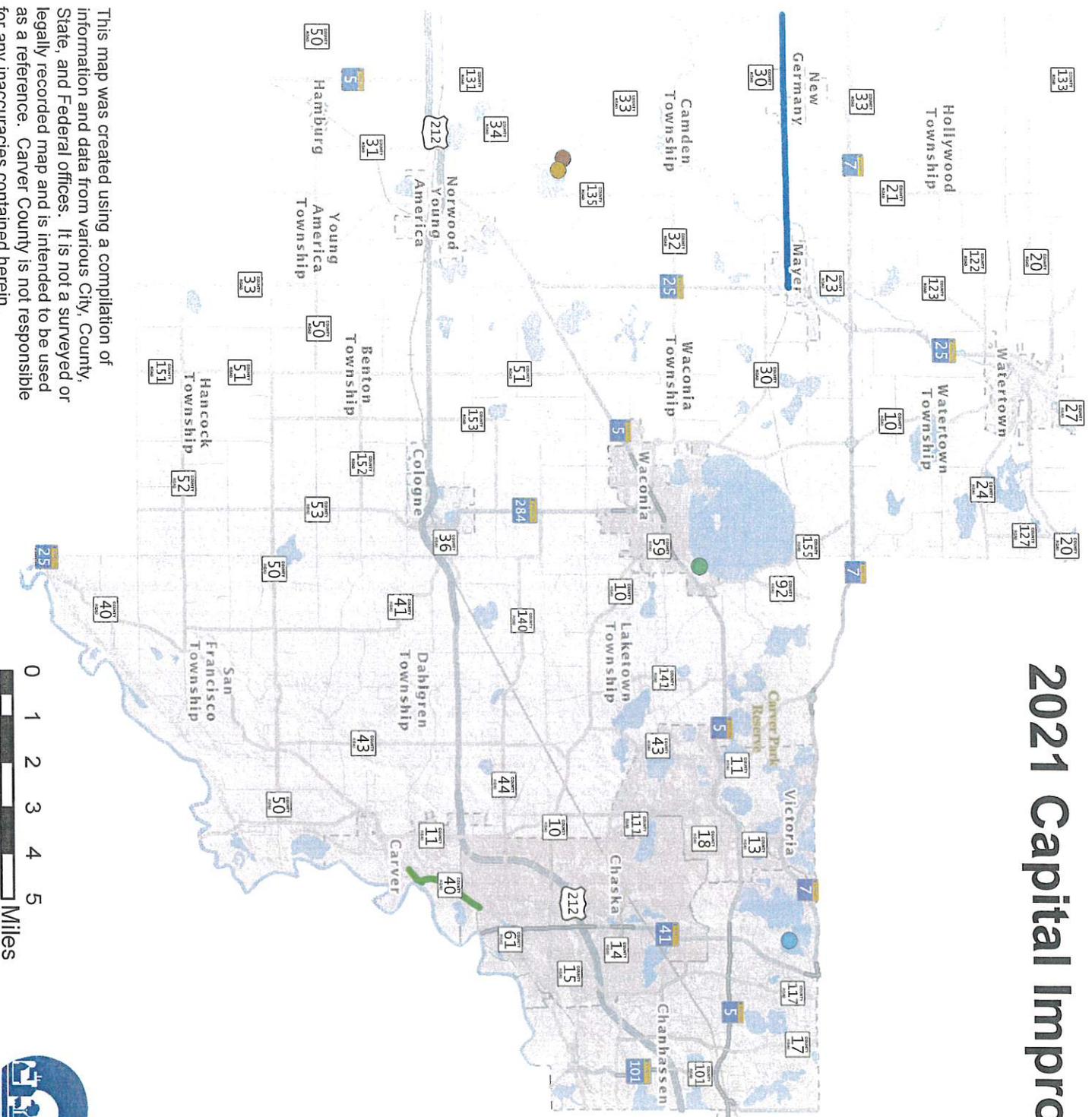


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# 2021 Capital Improvement Plan



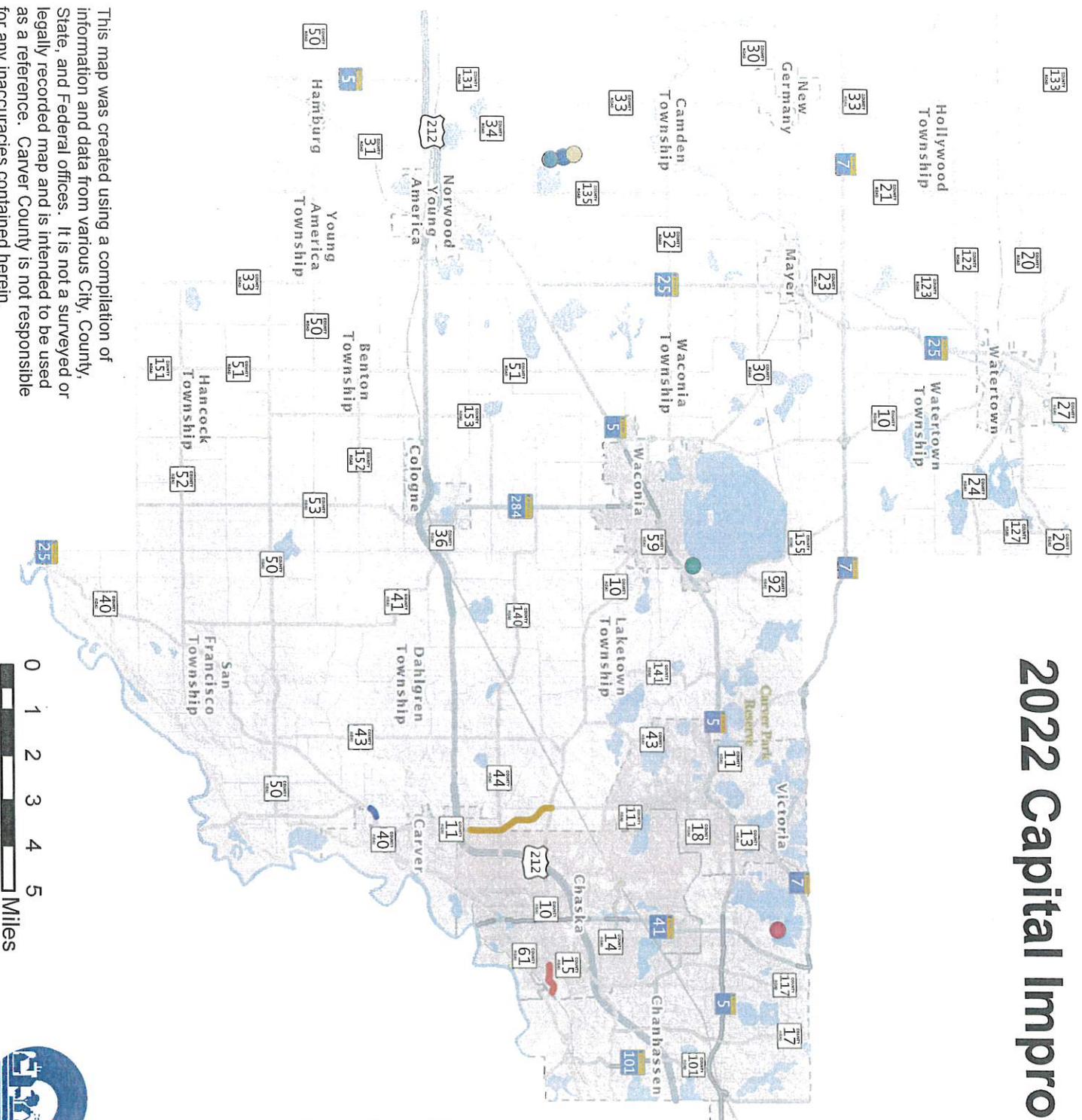
- Baylor Regional Park Beach Removal and Redevelopment
- Baylor Regional Park Visitor Center Roof Replacement
- Lake Minnewashta Regional Park Trail Pavement Management
- Lake Waconia Regional Park Playground
- MN River Bluffs Regional Trail Pavement Management
- Dakota Rail Regional Trail Phase II Pavement Management



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# 2022 Capital Improvement Plan



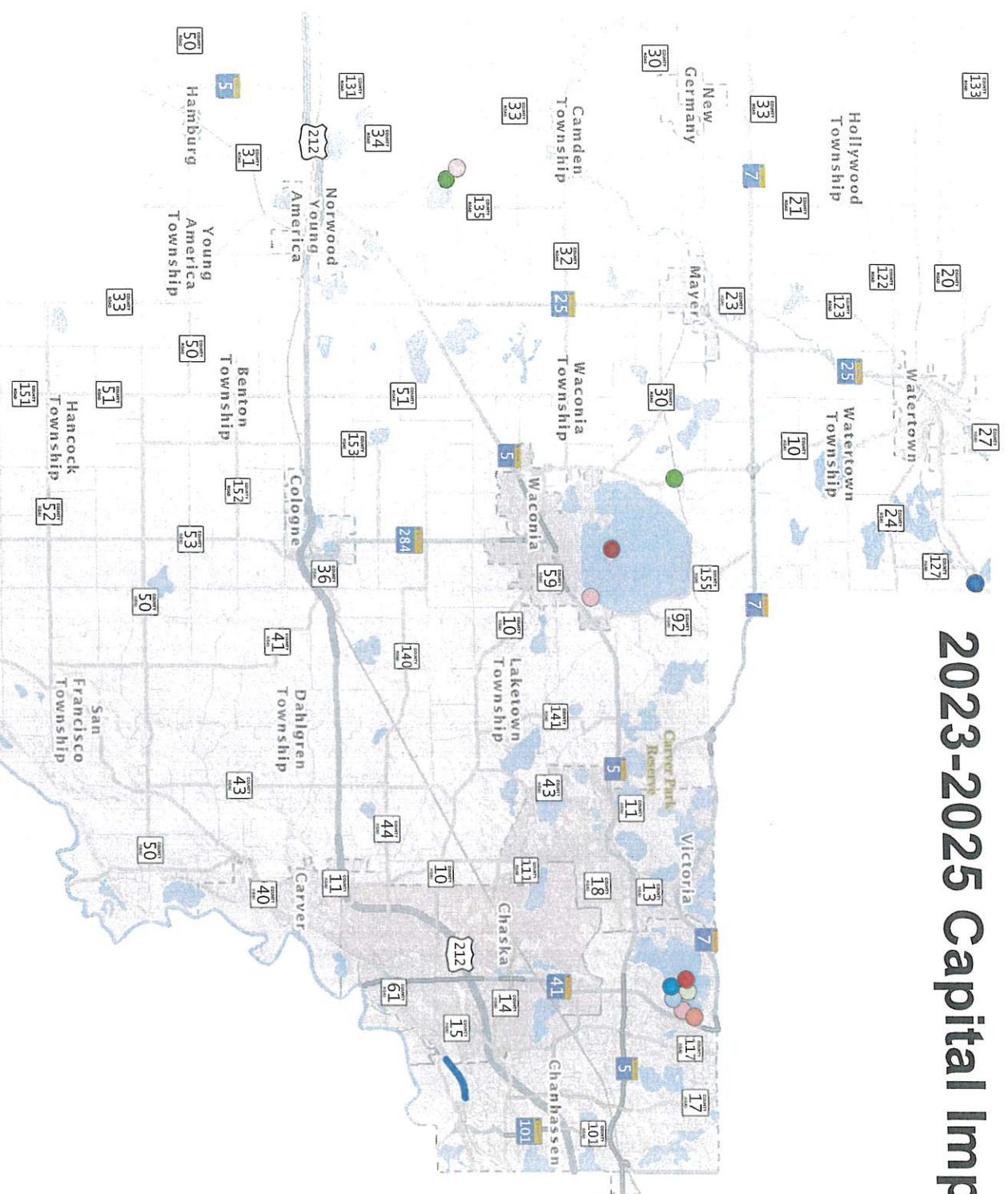
- Baylor Regional Park Caretaker House Roof
- Baylor Regional Park Forest Preservation and Stewardship
- Baylor Regional Park Visitor Center Remodel & ADA Compliance, Deck & Boardwalk
- Lake Minnewashta Regional Park Road Pavement Management
- Lake Waconia Regional Park Road Pavement Management
- County Road 11 Trail Pavement Management
- County Road 40 Trail Pavement Management
- MN River Bluffs Regional Trail Pavement Management



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# 2023-2025 Capital Improvement Plan



## 2023 Projects

- Crow River Regional Trail (Co. Rd. 26) Luce Line Trail Connection
- Lake Minnewashta Regional Park Playground Replacement
- Lake Minnewashta Regional Park Replace Visitor Contact Station
- MN River Bluffs Regional Trail Pavement Management

## 2024 Projects

- Coney Island Phase III Clean Up & Development
- Lake Minnewashta Regional Park Concession Stand Remodel to Equipment Rental Facility
- Lake Minnewashta Regional Park Offleash Area Swim Pond
- Pavement Management

## 2025 Projects

- Baylor Regional Park Splash Pad
- Dakota Rail Regional Trail County Road 10 Trailhead Construction
- Lake Minnewashta Regional Park Trail Lighting

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**MEMO**

**TO: Members of the Park Commission**  
**FROM: Martin Walsh, Parks and Recreation Director**  
**SUBJECT: 2020-2025 Draft Park Planning & Professional Services Activities**  
**DATE: December 13, 2019**

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For the Commission's awareness and review, below is a listing of park planning and professional service activities. The work is related to future capital improvement projects, park and regional trail master planning. Items listed for 2020 continue or complete work currently underway and new planning initiatives.

The planning and professional services period of 2021 -2025 provides a forecast of future work needed for future capital improvement projects.

No action is requested at this time.

Draft

Park Planning & Professional Services Activities

2020

	<u>Fund Source</u>
i. Coney Island -Continue with Phase III Archeological Work	GF
ii. Coney Island -Vault Latrines & Additional Archeological Work	P & T
iii. MN River Bluffs RT/ SW RT - Complete Development Master Plan	GF
iv. Lake Minnetonka RT – Master Plan	GF/CCRRA
v. Dakota Rail RT- Crane Creek Bridge Analysis and Plans	CCRRA
vi. Baylor Park- Boardwalk Assessment	GF

2021-2025

vii. Lake Waconia RP Playground- Site Plan & Proposal Solicitation	GF
viii. Baylor Regional -Park Master Plan Revision	GF
ix. Baylor Regional Park- Beach Restoration Site Plan	GF
x. Baylor Regional Park- Visitor Center Schematic Design/ Exterior Site Plan	GF
xi. Lake Waconia Regional Park -Plaza building Schematic Design Process	GF
xii. LMP Playground –Renovation/Replacement Assessment	GF
xiii. Hwy 41 Regional Trail Master Plan	GF
xiv. Natural Resource Restoration Planning (Minnewashta, Baylor, Waconia RP)	GF
xv. Miller Lake Regional Park Master Plan	GF



## MEMO

**TO: Members of the Park Commission,**  
**CC: Martin Walsh – Parks Director**  
**FROM: Samuel Pertz, Parks & Recreation Supervisor**  
**SUBJECT: 2019/20 Winter Services & Operations**  
**DATE: December 13<sup>th</sup>, 2019**

This memo is intended to inform the Park Commission of proposed changes to winter services for the 2019 – 2020 season.

Historically, the parks department has provided winter equipment rental opportunities at Baylor & Lake Minnewashta Regional Parks between the months of January and mid-March. Hours of operation have generally been focused on weekends & holidays and at times out-of-school-days. Weekend hours of 10AM – 4PM on Saturday's and 11AM – 3PM on Sunday's were offered.

For many years staffing winter operations was facilitated with the park caretakers during the years the County operated in this arrangement. Since going away from park caretakers in 2014, recruitment of winter employees has been challenging. Several factors contribute such as the limited amount of work hours as well as inconsistency of work shifts due to insufficient snow conditions.

Additionally, winter seasons over the past 3-5 years have been inconsistent, and more unpredictable than the typical Minnesota winter.

The below service program is staff recommendation as a 2019-2020 pilot with aim to strategically offer more service to the public as well as gain operational efficiencies within the program.

### Program Overview:

(To be conducted at both park locations – As conditions allow)

- Base Service Season: January 2<sup>nd</sup> – 1<sup>st</sup> Sunday in March
- Service Hours: Saturdays 11AM – 4PM, Sundays 11AM – 4PM
- Special Service Days: 9A – 3P daily, offered free as department outreach
  - Martin Luther King Jr. & Presidents Day
  - All Friday's within season
  - December 26<sup>th</sup> and 27<sup>th</sup>
  - January 2<sup>nd</sup> and 3<sup>rd</sup>
- Operations Personnel: Outdoor Recreation Instructors will be cross-trained to work in a dual capacity (recreation services and guest/rental services). The Friday service hours will be scheduled with full-time employees (Recreation & Volunteer Specialist and Parks Service Specialist)

**Recommendation:** Staff if not seeking a recommendation. This item is meant for awareness and discussion purposes with the Park Commission.