



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

**Park Commission Meeting
Wednesday, February 12, 2020**

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

Regular meeting 6:30pm

Agenda - Revised

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Welcome of New Park Commission Member Gary Van Eyll (6:30 p.m.)
- 3) Election of Officers (6:35 p.m.)
- 4) Approval of the January 15, 2020 Regular Meeting Minutes (6:45 p.m.)
- 5) Additions or Deletions to the Agenda (6:46 p.m.)
- 6) Approval of Agenda (6:47 p.m.)
- 7) Commissioner Liaison Report (6:48 p.m.)
- 8) Open to the Public (6:50 p.m.)
- 9) Consent Agenda (6:55 p.m.)
 - a. Special Use Permits for Lola's Lake Waconia ½ Marathon and St. Joes Catholic Church Walk on Waconia Event
- 10) Old Business (7:00 p.m.)
 - a. Park Facility Naming Procedure, Renaming Day-Use Shelters at Lake Minnewashta RP
 - b. 2020 Requity Fund
- 11) Discussion (7:30 p.m.)
 - a. Regional Parks and Trails System Additions
- 12) Staff Reports (7:45 p.m.)
 - a. TH 5 Arboretum Regional Trail Connection
 - i. Trail Alignment Alternative Analysis Report
 - b. Lake Waconia Regional Park/ Coney Island
 - i. Planning and Construction Activities
 - c. Park System Operations & Recreation Services Update
 - d. Lake Minnewashta Regional Park Off-Leash Dog Area
- 13) Commission Member Reports (8:00 p.m.)
- 14) Set Next Meeting Date (8:05 p.m.) – March 11, 2020
- 15) 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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Draft
Meeting Minutes
January 15, 2020

Members Present: Gerald Bruner, Curt Kobilarcsik, Mark Lagergren, Scott Welvaert, Jim Boettcher, Paul Modeen

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.)**
Kobilarcsik motioned to approve the minutes of the December 18, 2019 meeting minutes.
One noted correction to the minutes, Mary Thomson Wollan pointed out her name was miss spelled.

Boettcher 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.)**
Lagergren motioned to approve meeting agenda.
Modeen seconded the motion.
Motion passed 6 to 0.

Commissioner Liaison Report: **(6:30 p.m.)**
Commissioner Lynch was not able to make the meeting but sent his regards. He and staff wanted to share with park commission members that they received a call from Governor Walz office to let us know that the development for Lake Waconia Regional Parks has been added to his bonding request. Staff stated although great news , we may have to go through hearings with presentations with both House and Senate, it is a large step and a stronger position to work from. Discussion was had on process and matching dollars that County would have to contribute.

Open to the Public: **(6:35p.m.)**
Mary Thomson Wollan was in attendance for meeting

Staff Reports: **(6:35 p.m.)**
A. TH 5 Arboretum Regional Trail Connection
i. Trail Alignment Alternative Analysis Report

Staff updated the parks commission members on the TH 5 Arboretum Regional Trail. Staff shared that project has been off track since August. Staff shared that obtaining permits has been challenging due to permits not being obtained. It has delayed the bidding on this project. Staff shared that they have had nine different alignment plans and are now working on a tenth alternative. Staff is working on a revised schedule and revising plans and hope to have those by March. If everything is approved, we would go out to bid by Mid May and award bid in June with a first payment to contractor by end of June in order to secure the federal funds. Staff also shared that the County is working on a study of the Hwy 5 and Hwy 41 corridor and it looks

like the culvert that was planned at Hwy 41 could possibly come up about 5 feet so that could possibly reduce the expense of the retaining wall.

Discussion was had on the federal funds and what happens if this project doesn't get off on time.

Staff shared a PowerPoint with diagrams of each alignment of the trail and the wetlands and the different scenarios for the different alignments. Staff stated that deer fencing is part of the project in the arboretum portion of trail and some of the alignments were not favored by the arboretum. Staff shared the alignment that was preferred also shared other alignments that responded to the DNR that avoids all wetland impacts. These alignments would require a boardwalk which can be extremely expensive and would be close to highway 5. Staff also shared the different slope angles of each alignment and pointed out going into the MNDOT right-away. One of the alternatives included constructing a retaining wall along the Hwy.

Staff stated they have to come up with alternative that has some aspects of each design with a possible retaining wall option without the boardwalk.

Questions or Comments:

Kobilarcsik asked if Hwy 5 is being design for two lanes or 4 lanes of traffic; Staff stated that it will be a 4 lane with a bridge over the wetlands.

Lagergren asked who has final say on the trail; Staff stated that the permitting agencies have final say on this project. There are four permitting agencies involved.

Discussion was had on the different alternatives, which design is liked more, what plan the arboretum liked and the possibility of the area flooding.

No other Questions or Comments

B. Lake Waconia Regional Park

i. Planning Construction Activities

Coney Island

Staff shared project status on Coney Island. Staff reiterated the bid alternatives that were added to this project was the retaining wall and the cleanup and filling in the foundation of the Hershfield House, along with cleanup at five other sites that had asbestoses; staff stated that there are eight other structures that have asbestoses that will need to be removed. Staff shared things that still need to be completed in the spring; they consist of backfill for the retaining wall, completing some trail work and a few other punch list items. Staff stated that the island project is running under the contract amount, so some of the unused funds could go to assist with overages on the main park project or possibly things for the island like adding another dock, continue site cleanup and removing of additional hazardous materials. But with the removal of building materials, this work would mean additional archeological work would be required. Other items are picnic tables and fire rings for the east side of the island, monument/entrance feature in honor of the Hoffman Foundation who donated the island to the parks and possibly use funds to develop plans for constructing restrooms on the island.

Staff shared map of island and the areas where hazardous materials are located; also sharing the master plan map with trail locations and possible locations for docks; Staff also shared pictures of some of the hazards still on the island.

Questions or Comments:

Lagergren asked about locations of fishing piers; Staff shared the possible locations.

Main Park Area

Staff shared that 85% – 90% of the work is done in the main park, city utilities are about 95% done, Xcel has finished its work of relocating power poles, Mediacom still needs to move there equipment off of those poles. Stormwater ponds, rain gardens, completion of pond excavation, aggregate for parking lots and seed restoration still needs to be completed. Budget is tight and could be over due to large soil correction in area of city utilities by the Event Center.

Staff stated that potential reopening of the park could possibly be mid-summer, it will be determined by when work will be finished and getting grass to grow and keeping people off these areas. Staff shared that they are working with the Waconia Chamber on alternative sites that might work for the 4th of July fireworks if the park is unavailable. One possibility is having them on the island. Staff stated that the biggest issue might be having the number of people this event attracts in the park when we have no grass established.

Questions or Comments:

Boettcher commented that the DNR boat landing timeframe that in order to get AIS funding. It has to be completed by June 30th for 2021. It could be that we are looking at 2022 for funding; Staff stated that the contractor is contemplating two different times to construct the ramp into water. It would be in March or after June 15th due to fish spawning. Also, the DNR does not have a timeline. Discussion was had on the dates of when funding could be collected for AIS services.

No Other Questions or Comments

C. Park System Operations & Recreation Services updates

Staff shared the dates of the upcoming candlelit ski events at Baylor Regional Park on Friday, January 31st and Saturday, February 29th. If any of the park commission members would like to come out and help with this event, you are more than welcome.

Staff stated that we will have rental opportunities this weekend at the park and free rentals on Monday holidays will be offered. With new snow, it is hoped that we will have some people out. We will continue with the Free Fridays.

Staff wanted to remind park commission members that we are now taking camping reservations year around and no longer have the hard date to open reservations in January.

Staff will be interviewed on the radio station KLGB1310 on January 16th to share information and updates about the parks. Staff will also be making a presentation to the Waconia Rotary on Coney Island.

Staff also shared that they are working with Public Health Department to add information to a website that physicians can use to prescribe to clients to get people out to the parks. The website is Parkrx.org, the site will have park and trail information and what the parks have to offer; this website will also list Three Rivers Parks to city parks.

Bruner stated that someone came to township meeting looking for a permit to open their property for medical groups to come out and walk property or use the lake.

Commission Member Reports: (7:29p.m.)

Boettcher stated that he and Bruner have been reappointed to park commission for another three years.

Bruner stated at the last Met Council meeting that they talked about taxing people with private wells, he also talked about contractors wanting to fill in wetlands and create a new wetland. They want to get away from doing that and also talked about buffers on shorelines.

Next Meeting Date: (7:33 p.m.)

Next meeting will be on February 12, 2020.

Adjourn Meeting: (7:33 p.m.)

Boettcher motioned to adjourn the meeting.

Welvaert seconded the motion.

Motion passed 6 to 0.



**Carver County
Parks and Recreation**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
CC: Marty Walsh, Parks Director
FROM: Sam Pertz, Parks & Recreation Supervisor
SUBJECT: Special Event Use Permit: Lola's Lake Waconia ½ Marathon & Endurance Events
DATE: 2/5/2020

This memorandum outlines the pertinent details for review and to recommend authorization of a special use permit in the Regional Park & Trail areas operated by Carver County.

Lola's Lake Waconia ½ Marathon & Endurance Events

Date(s): Saturday - June 6th, 2020.

Where: Dakota Rail Regional Trail (see route map).

What: Endurance events: ½ marathon, 10 mile, kids 5k distances.

Anticipated Attendance: 1,000 – 2,000 people anticipated with good weather and successful registration. Event coordinators will be required to stagger the start of the race to properly manage concentrations of participants on the trail at any given time.

Impact on Park System: The event takes just prior to the peak-use season for trail activities. Event participants will be on the trail between 6:00am – 11:00am, including event volunteers that will provide general event management, restroom services, route direction, safety services and event clean-up.

Required Permit Items Obtained & Reviewed: Permitting is underway. Next steps: Recommendation by the Park Commission to approve the event (Feb.), County Board approval (March).

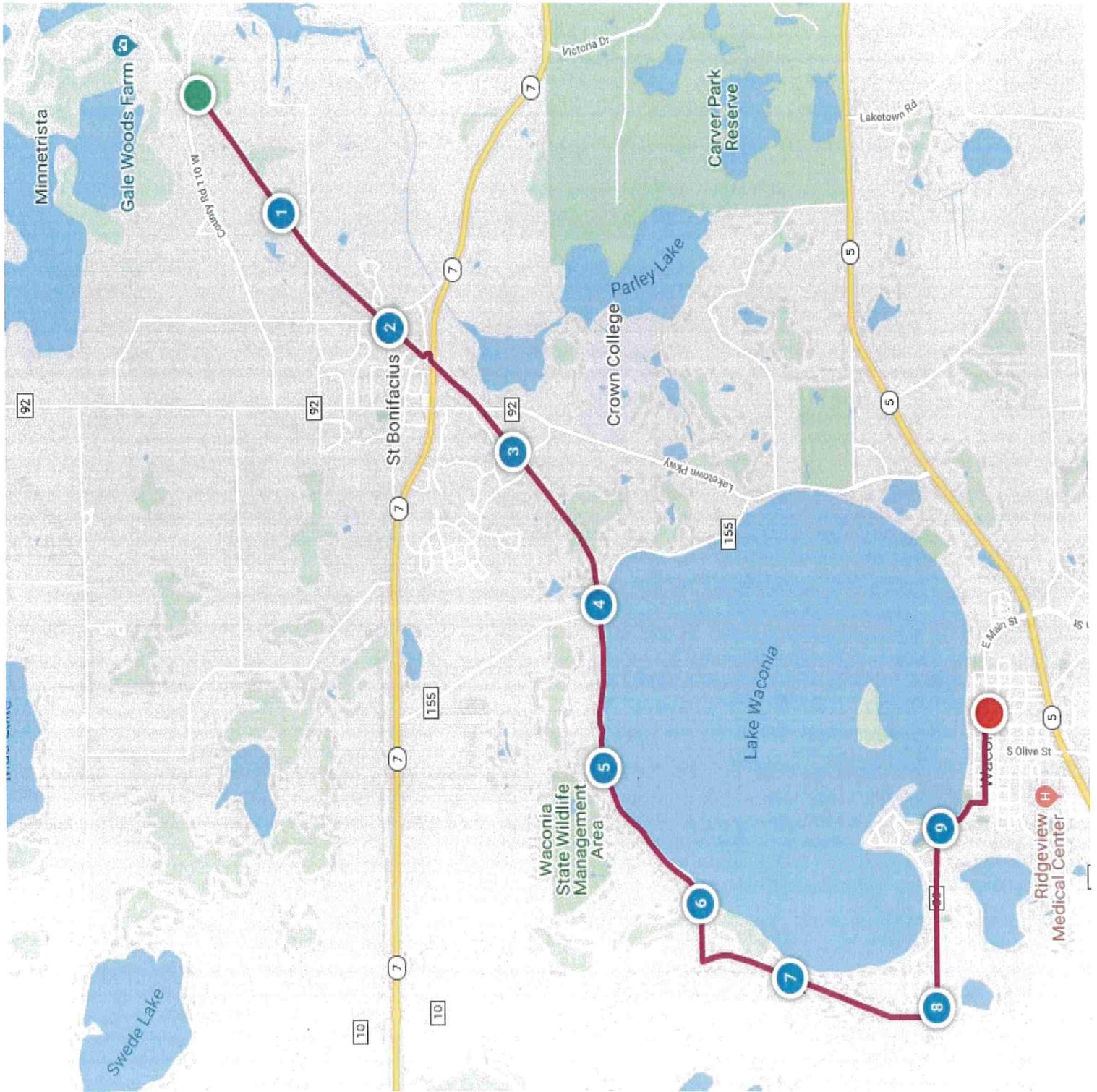
Significant Elements/Items of Attention: The event route for this year is modified due to construction activities and the closure of Lake Waconia Regional Park. The modified event route utilizes the Dakota Rail Regional Trail along the northside of Lake Waconia between County Road 155 and XXXX Street? The proposed area for the event is more compatible with property owners as compared to other areas of the trails

Permit/Use Fees: Use Fee of \$\$\$\$ has been applied per the approved 2020 County Fee Schedule.

Number of Years a Special Event Use Permit has been Issued: 4 years.

Staff Notes: This has been a well-run event in the past and is a nice use of the regional facilities. Event organizers coordinate with the Carver County Transportation & Engineering Department, Carver County Sheriff Office and the necessary Township(s) for good event and participant safety as well as other required use permits.

Recommendation: It is requested that the Park Commission recommend approval of the Special Event Use Permit for the 2020 Lola's Lake Waconia ½ Marathon and Endurance Events to the County Board.





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MEMO

TO: Members of the Park Commission
CC: Marty Walsh, Parks Director
FROM: Sam Pertz, Parks & Recreation Supervisor
SUBJECT: Special Event Use Permit: Walk-a-Thon, Walk on Waconia Event at Lake Waconia Regional Park
DATE: 2/5/2020

This memorandum outlines the pertinent details for review and to recommend authorization of a special use permit in the Regional Park & Trail areas operated by Carver County.

Walk-a-Thon, Walk on Waconia Event – St. Joseph’s Catholic Church, Waconia

Date(s): Saturday - April 25th, 2020.

Where: Dakota Rail Regional Trail (see route map).

What: Walk-a-Thon 5k & 10k events to raise funds for Carver County food shelf in the City of Waconia.

Anticipated Attendance: 500-600 people anticipated with good weather and successful registration.

Impact on Park System: The event takes place during the non-peak time of the year (April). Event participants will be on the trail between 7:00am – 10:30am, including event volunteers that will provide general event management, restroom services, route direction, safety services and event clean-up.

Required Permit Items Obtained & Reviewed: Work is underway. Next steps: Recommendation by the Park Commission (Feb.), County Board approval (March).

Significant Elements/Items of Attention: The event route for this year is modified due to constructions at Lake Waconia Regional Park. The modified event route utilizes the Dakota Rail regional trail along the northside of Lake Waconia between County Road 155 and XXXX Street? The proposed area for the event is more compatible with property owners as compared to other areas of the trails

Permit/Use Fees: Use Fees of \$\$\$\$ have been applied per the approved 2020 County Fee Schedule.

Number of Years a Special Event Use Permit has been Issued: 6 years.

Staff Notes: This has been a well-run event in the past and is a nice use of the regional facilities. Event organizers coordinate with the Carver County Transportation & Engineering Department, Carver County Sheriff Office, necessary Township(s), Waconia Fire Department and Sibley Emergency Ham Radio team for good event and participant safety.

Recommendation: It is requested that the Park Commission recommend approval of the Special Event Use Permit for the 2020 Walk-a-Thon, Walk on Waconia with St. Joseph’s Catholic Church to the County Board.



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MEMO

TO: Members of the Park Commission,
CC: Martin Walsh – Parks Director
FROM: Samuel Pertz, Parks & Recreation Supervisor
SUBJECT: Park Facility Naming Procedure, Renaming Day-Use Shelters at Lake Minnewashta RP
DATE: February 6, 2020

In December of last year, the Park Commission was informed of the desire to assess the conventions used for naming park facilities, whether existing or new to represent a relationship between the name of the facility and a relating attribute.

Possible criteria or relationship for naming a park facility may include:

- Name of private donor
- Historical significance
- Environmental feature
- Applicable theme/genre
- Cultural significance

As 2020 printed materials are developed for picnic shelters for marketing and advertisement, timing is right to consider renaming the four shelters at Lake Minnewashta Regional Park. These facilities were referenced in the park master plan by naming the shelters numerically 2, 3, 4, 5.

Recommendation:

- 1) Staff is requesting and operational guideline for the naming of park area and features. As opportunity presents, facilities would be named to represent a relationship between the name and a relating attribute. These attributes may represent a name, be historically significant, represent an environmental feature, have an applicable theme or genre, represent cultural significance or another appropriate relationship.
- 2) The Park Commission act to rename the shelters at Lake Minnewashta Regional Park as follows:
 - Shelter 2 be renamed to West Shore
 - Shelter 3 be renamed to Little Minnie
 - Shelter 4 be renamed to Redcedar Point
 - Shelter 5 be renamed to Minnewashta



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MEMO

TO: Members of the Park Commission,
CC: Martin Walsh – Parks Director
FROM: Samuel Pertz, Parks & Recreation Supervisor
SUBJECT: 2020 Pilot Requity Fund
DATE: February 6, 2020

In December of last year, the Park Commission was informed of work being done to create a scholarship type program that would provide the public greater ability to participate in outdoor recreation activities.

Staff reported on information regarding what other like agencies are doing in this area, provided justification for pilot program and articulated to the Commission why the program is assumed to be both attractive and successful.

2020 Pilot Requity Fund

Qualifying Criterion:

1. Group is associated with an organization who serves individuals with physical or cognitive disabilities.
2. Group is associated with an organization who serves older adults (60+).
3. Group is associated with a scouting organization.
4. Group has more than 16% Free and Reduced school lunch program participation or is coming from a school with more than 16% Free and Reduced lunch participation.
 - a. (Carver County average is 16% in 2019 according to [MN Dept. of Health](#)).
5. Group is associated with a low-income community as determined by median household income in the area.
 - a. Carver County median household income: \$93,095

Fee Reduction Amounts & Annual Fund Reduction Caps:

- Approved applicants will receive a 50% discount per program.
- Annual fund reduction is capped at \$250.00 per agency/group.
- Funds are competitively issued between January and August of the year.

*If funds remain after August of the year, successful groups/agencies that have reached their cap can apply for additional funds on a first-come, first-served basis.

Process:

1. Application is submitted and reviewed for eligibility at least 14 days prior to desired program date.
2. Eligibility confirmed (or denied) to group, program planning work and fees quoted.
3. Invoice prepared after program, reflecting fee reduction.
4. Requity fund financial reporting conducted (internally).

Other Information:

The program is supported by budgeted funds for 2020, Parks and Trails Legacy funding issued by Met Council, designed towards outreach. \$2,000 is planned. The program will be ran as a pilot, allowing staff to gather input from participants as well as assess internally. The Park Commission should be aware that the Requity Fund is currently designed towards working with groups, individuals would not qualify. More information about the pilot program and operational details to the Departments recreation services provided at the meeting.

Recommendation:

Approve and make recommendation onto the County Board the 2020 pilot Requity Fund.



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MEMO

TO: Members of the Park Commission
FROM: Martin Walsh, Parks and Recreation Director
SUBJECT: Regional Park and Trail System Additions
DATE: February 5, 2020

The Metropolitan Council will be undergoing a process to consider adding new regional parks and trails units called system additions. New regional park and trail units would be incorporated into the Regional Parks Policy Plan. This process is just getting underway. Implementing Regional Park and Trail Implementing Agencies are to propose possible regional park and trail system additions soon, possibly March or April this year.

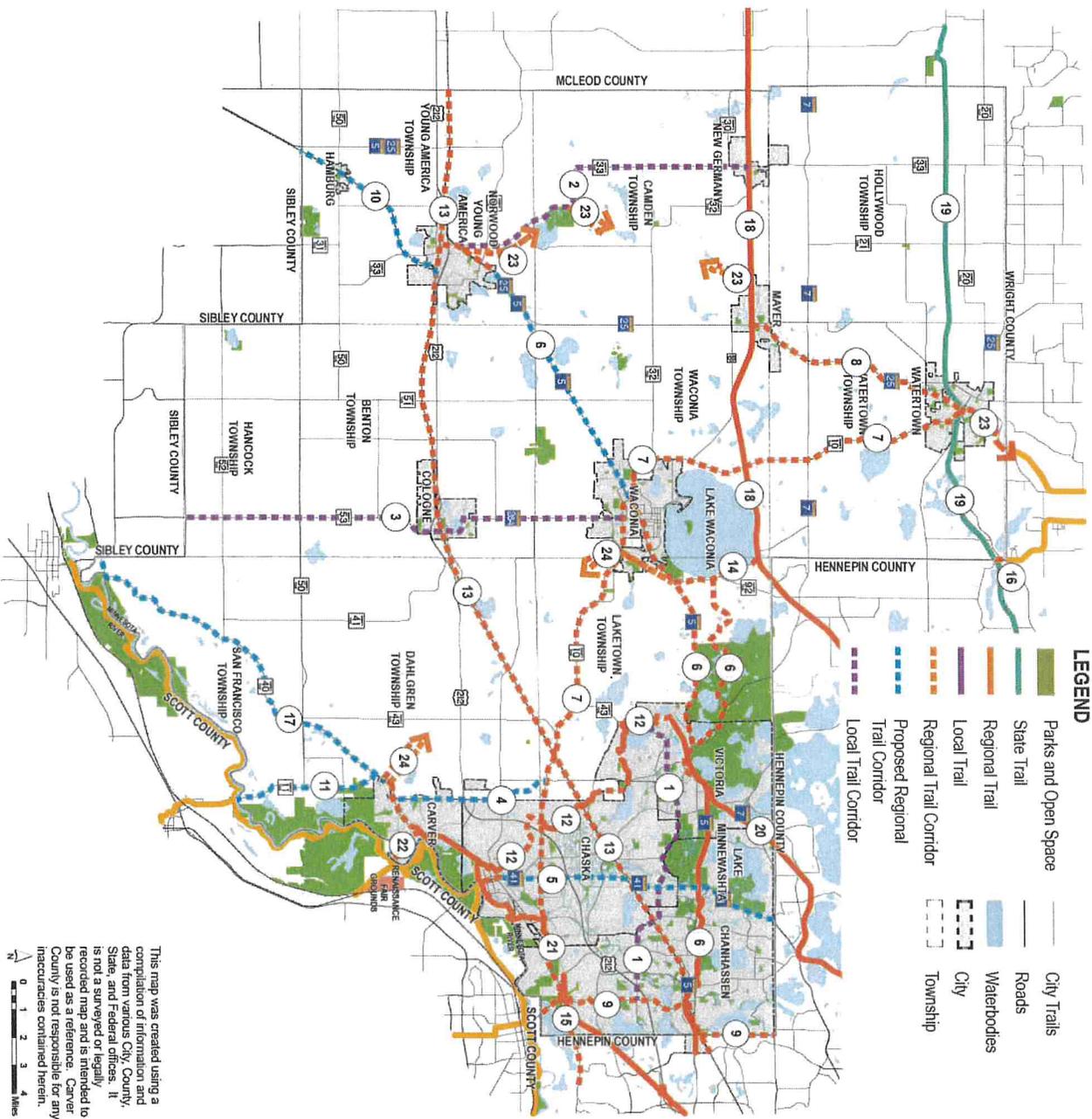
The Carver County Comprehensive 2040 Plan is a guiding document which can be used to further analyze possible system additions. The comprehensive plan was recently updated during a process which began in 2017. The Metropolitan Council approved the County's Comprehensive plan on January 22, 2020. The Carver County Board also approved the plan on February 4th, 2020.

A comparison between the Parks and Trails Chapters of 2030 and the 2040 Comprehensive Plans reveals that there are no suggested additions to the regional park search areas for Carver County. Currently there are two existing regional park search areas beyond the identified Regional Parks of Baylor, Lake Minnewashta and Lake Waconia Regional Parks.

Concerning possible regional trail additions, there are four trail segments that are listed as proposed regional trail corridors. These corridors include Hwy 41 from the north county line to MN River Bluffs Regional Trail, TH 5 from the City of Waconia west to Norwood Young America, County Road 11 from County Road 10 to County Road 40, County Road 11 from County Road 40 to the south county line, County Road 40 from the intersection of County Road 11 to the south county line, Minnesota Prairie Railroad Line from Norwood Young America to the south county line. These trail segments are graphically represented on the attached map from the 2040 Comprehensive Plan in blue dashed lines.

Recommendation: It requested that the Park Commission become familiar with and review the identified trail segments for possible recommendation to the County Board as system additions. Due to additional information to be received over the next several weeks from the Metropolitan Council concerning system additions, a recommendation to the County Board is not requested at this time.

◇ Figure 6.11: Trails & Trail Corridors Plan



This map was created using a compilation of information and data from Various City, County, State, and Federal offices. It 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.



LOCAL TRAIL CORRIDORS

- 1 County Rd 18 Trail
- 2 County Rd 33
- 3 County Rd 53/Mn 284

LINKING TRAIL CORRIDORS

- 4 County Rd 11 Trail
- 5 Highway 41 Regional Trail Search Corridor
- 6 Highway 5 Regional Trail Search Corridor
- 7 County Rd 10 Regional Trail Search Corridor
- 8 Western Carver County Regional Trail Search Corridor
- 9 Highway 101 Regional Trail Search Corridor
- 10 MN Prairie Line Trail
- 11 MN River Bluffs Extension Regional Trail Search Corridor
- 12 Southwest Regional Trail
- 13 Twin Cities & Western Regional Trail Search Corridor
- 14 Lake Waconia Regional Trail Search Corridor
- 15 County Road 61 Regional Trail Search Corridor
- 16 Crow River/Luce Line Trail Connection
- 17 County Rd 40 Regional Trail Search Corridor

DESTINATION TRAIL CORRIDORS

- 18 Dakota Rail Regional Trail
- 19 Luce Line State Trail
- 20 Lake Minnetonka LRT Regional Trail
- 21 MN River Bluffs Regional Trail
- 22 Union Pacific Railroad Corridor
- 23 Western Carver County Regional Trail (Proposed)
- 24 Lake Waconia-Carver Regional Trail Search Corridor