



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN55322

**Park Commission Meeting  
6:30pm  
Wednesday, October 14, 2020**

**WebEx Meeting  
Call In Number: 1-415-655-0002  
Enter Access Code: 146 812 3931  
Meeting Password: WUskfsY3m22**

**Agenda**

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the September 16, 2020 Regular Meeting Minutes (6:32 p.m.)
- 3) Additions or Deletions to the Agenda (6:33 p.m.)
- 4) Approval of Agenda (6:34 p.m.)
- 5) Commissioner Liaison Report (6:35 p.m.)
- 6) Open to the Public (6:40 p.m.)
- 7) Old Business (6:45 p.m.)
  - a. CIP (Materials Provided at Meeting)
- 8) Staff Reports (7:10 p.m.)
  - a. TH 5 Regional Trail
  - b. MN River Bluffs Regional Trail
  - c. Lake Waconia Regional Park
  - d. Coney Island
  - e. Park Operations
- 9) Commission Member Reports (7:20 p.m.)
- 10) Set Next Meeting Date (7:30 p.m.) – November 4, 2020
- 11) Adjourn Meeting (7:35 p.m.)

**Please note if a Commission Member cannot attend the meeting, please call the Park Office at 952-466-5250.**

R:\Parks\Park Commission\Agenda's\2020\10-14-2020.docx

CARVER COUNTY

# Draft **Meeting Minutes** **September 16, 2020**

**Members Present Via**

**Webex:**

Gerald Bruner, Jim Boettcher, Scott Welvaert, Paul Modeen, Curt Kobilarcik, Mark Lagergren, Gary Van Eyll (was present audio issues) 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:**

**(6:33p.m.)**

Kobilarcik motioned to approve the minutes of the August 12, 2020 meeting minutes. Boettcher seconded the motion.

Motion passed 7 to 0.

**Additions/Deletions to the Agenda:** (6:52p.m.)

Deleted from agenda, the Meyer wedding/camping permit request.

Added to the agenda presentation from Merle Hiltner from Minnesota Astronomical Society.

Boettcher motions to approve the adjustments to agenda.

Welvaert seconds motion.

Motion passed 7 to 0.

**Approval of Agenda:**

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

Welvaert motioned to approve meeting agenda.

Bruner seconded the motion.

Motion passed 7 to 0.

**Commissioner Liaison Report:** (6:39 p.m.)

Lynch stated there has been a lot of great press for Coney Island and some great citizen reviews. He also shared that he saw that the Star Tribune was going out to the island with staff and they will be doing an article on the island also. It is great to see the green grass coming in the park.

**Open to the Public:** (6:40p.m.)

Merle Hiltner with the Minnesota Astronomical Society (MAS) was there to present on changes that are planned for the observatory building. Hiltner stated that they are making changes to the roof support system of the observatory. The old roof roller system does not work well, and it is over 20 years old. The new changes to the roof include continuous track system to make it easier to open and close the observatory roof. Pictures of the new design of the roof were shared with park commission members and Hiltner explained each picture.

Hiltner stated that the work will start mid-October around the 12<sup>th</sup> of October and will take about 3 to 4 weeks.

**Questions or Comments:**

Modeen asked if this change make it better for users or just mechanical; Hiltner stated that it does open the roof slightly more but mostly it is to repair the mechanics of opening the roof. Questions asked on age of existing roof; Hiltner stated 20 years old. Modeen asked what type of attendance this site attracts; Hiltner

stated that during normal times, we are open to the general public and special events can attract 200-300 people. This year during COVID, we limited attendance to 25 people by reservation.

Bruner asked if the repair was due to storm damage; Hiltner stated that it is the design and structure of the building. He also stated that if it is not fixed, they will have more issues with damage to the block walls.

Staff asked if the outside rollers will be removed; Hiltner stated that they will be removed. Staff shared that MAS has an agreement with the County, constructed building with their own funds and they maintain those buildings.

## **New Business (6:54p.m.)**

### ***a. 2021 Fee Schedule***

Staff shared with park commission members the proposed changes to the 2021 fee schedule. Staff went through the current schedule and pointed out the proposed changes for 2021. Staff pointed out items that will be removed from the schedule due to things that are not being used and still on the schedule. Staff also shared slight increases in camping rates per night are proposed and the reasoning behind the increase is to keep in line with market rates. Staff shared that a midweek discount rate is added for camping at Baylor that was not on the fee schedule, but we have been offering. Other increases for 2021 included firewood that we sell at the campground, staff also stated that we do cut our own wood and sell that also. Slight increase for the beach shelter at Baylor Regional Park is proposed but no other increases for other shelters. Staff stated that the shelter rates will increase slightly over the next few years to be more in line with other market rates. Staff shared the different flights on shelters and where they are located. Other increases were slight increases in standup up paddle boards, canoe and kayak rentals and also personnel watercraft storage at the parks. We are looking at expanding rental service at Lake Waconia Park and possibility moving this service somewhere else at Lake Minnewashta Park to increase number of people able to use rental equipment.

Staff also shared the outdoor recreation and programming fee schedule, stating that programming has grown and has improved over the years. Staff shared that they have updated the fee schedule to be less complicated and apply an hourly rate on number of instructors that we are using. Staff provided examples of what a program could cost. Staff also shared rates for school groups and shared costs with partnerships with other agencies in the county.

Lagergren motioned to make recommendation to County Board the proposed changes to 2021 fee schedule. Boettcher seconds the motion. Motion to passed 7 to 0.

### Questions or comments:

Bruner stated the increase for camping is keeping in line with what others are charging; staff stated that we use other agencies fees as benchmarks to where we should be. Discussion was had about other amenities at some of the other campgrounds and what they are charging.

Bruner stated that the discount rate seems like a good idea.

Boettcher asked about the firewood and do we check to make sure that people are not taking the wood that they buy at Baylor out of the park; Staff stated that the wood that we sell is a kiln dried wood so it can be transported outside of the park. Staff stated that we require wood that is being brought into the park that it be certified wood. Discussion was had on wood transportation.

Lynch asked if we use sentence to service people to cut firewood; staff stated yes, they do.

Modeen asked what percentage of the overall fees played into the parks budget; Staff stated when we are collecting entrance fees it was about 13-14% up to 19% now without that it is about 8%. Discussion was had on what fees that this is collected from.

**Discussion:**

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

***a. CIP***

Staff shared a power point on parks capital improvement plan for 2021 – 2026. Staff reviewed items that were on the 2019 improvement plan, Coney Island cleanup and construction, Lake Waconia Regional Park utility, site grading, road and parking lot construction, MCES sewer construction, TH5 Regional Trail construction, MN River Bluff Regional Trail acquisition, MN River Bluffs Regional Trail pavement management. Much of the 2020 CIP was a carryover from but an item that was not done was the pavement management on the Dakota Rail Trail east county line to City of Mayer due to heavy use during COVID.

Looking forward to 2022 – 2026 CIP, guiding principles include: maintaining what we have, complete what is started, respond to emerging needs and balance improvements in the system. Objectives are to identify Parks and Trail Fund projects in 2022 & 2023. The Metropolitan Council is asking for our projects so we will need to submit those and update the 5-year CIP. Staff stated the CIP allocation is approximately 300K/year available for development redevelopment of regional parks and trails. These funds have been used to match federal funds on trail projects and have been used for Coney Island, Lake Waconia Regional Park and Lake Minnewashta Regional Park. Staff highlighted one of the trail connections which is the Luce Line Trail (Crow River Regional Trail) a small section of this trail is in Carver County.

Staff shared list of items for improvements for the next phase of Coney Island work. This included additional docks, vault latrines, monument, north trail loop, fishing piers, information kiosks, cleaning up additional building sites and hazardous materials and debris, picnic shelter/maintenance storage facility, adventure playground and camping pads. Staff shared a diagram of a trail on the north side of the island but there is concern about the potential of burial grounds. Staff shared the master plan diagram of the island also.

Staff shared items for possible improvements for Lake Waconia Regional Park. This included access to Coney Island – boarding dock with accessible route, trail pavement to Co. Rd. 92, trail connection from Shores of Waconia, entrance monument sign, removal of the ballroom, waterfront service center, playground, picnic shelter, trail system.

Staff shared a list of items for Baylor Regional Park which consisted of, site and building plan for the visitor center, deck reconstruction, ADA access entrances and restrooms, roofing, boardwalk repair/replace, disc golf tee boxes, pavement rehabilitation, beach redevelopment, electrical upgrades for camping and camper cabins.

Staff shared a list of items for Lake Minnewashta Regional Park which consisted of playground replacement, rental equipment facility, pavement preservation, group use area development, and trail lighting.

Staff shared a list of items for the regional trails which consist of Dakota Rail RT bridge repair, crack and seal coating, and north shore stabilization. MN River Bluffs RT crack sealing and seal coat, Lake Minnetonka RT acquisition and other items consist of Luce Line connection (Crow River RT). Staff shared additional information on this trail connection, Co. Rd 10 trailhead and continued trail pavement management.

Staff shared the preliminary recommendation for Coney Island which is to use remaining funds from the 2019-2020 budget to be used for docks, ADA access, vault latrines, monument, complete north trail loop fishing pier. With 2022 funds additional site cleanup. Grant application for interpretation planning and development.

Staff shared the 2021 preliminary recommendation for Lake Waconia Regional Park which is also to use remaining funds from the 2019-2020 to install boarding docks to access Coney Island, trail connection from Shores of Waconia development, entrance monument, other signage, trail pavement to Co. Rd 92, waterfront

service center if the bonding request is approved. The preliminary plan for 2022 is to use the Parks and Trails Funds to remove the ballroom.

Staff shared 2021 Preliminary recommendation which consist of Baylor Park master Plan, visitor center preliminary planning, site plan, ADA access restroom and entrance. 2022 preliminary recommendation is to use the 2023 Parks and Trails Funds to remodel the visitor center, deck reconstruction, beach redevelopment, camper cabin, campground electrical upgrades, roofing, and boardwalk repair or replacement.

Lake Minnewashta Regional Park 2023 Preliminary Recommendation is to use the 2024 Parks and Trails Funds for mill and overlay of beach parking lot, site & construction planning for playground replacement, rental equipment facility, trail lighting, and development of group area. 2024 -2025 preliminary recommendations include playground replacement by using the 2025-2026 Parks and Trails Funds.

Regional Trails 2021, the preliminary recommendation for the Dakota Rail RT is to use CCRRA funds for bridge abutment repair, crack seal and sealing coating, north shore bank stabilization. On the Lake Minnetonka RT a master plan. 2022 MN River Bluffs RT using CCRRA funds for crack seal and seal coat. 2023 using the 2024 Parks and Trails Funds for Luce Line connection to Crow River RT; Staff stated that Wright County received grant funds to pave their portion of the trail and Carver County has a small portion of this trail that is in Carver County and connects to the Luce Line State Trail, this project is a true project.

Staff stated that there are no reliable funding sources for most large projects, so we need a longer-term strategy for some of these projects. Without a longer-term strategy we are forced to look at multiple Parks and Trails Funding cycles plus Schedule E funding.

Questions or comments:

Bruner asked about the possible burial site on the island; Staff shared that at this point, no one knows for sure if there is in fact a burial site on the island. Discussion was had on the source of information.

Bruner asked about the trail going from Waconia Regional Park to Cty. Rd 92; Staff stated that this trail was constructed along the old alignment of Hwy 5. Aggregate has been placed for the trail, but they are not going to pave now. However, pavement would be eligible for regional funding.

Bruner stated that we had talked about redoing the roof on the barn last year; Staff stated that we do have funds and working on getting quotes to get that done.

Bruner asked about the connection between the Wright County and Luce Line Trail that would mean crossing a very busy road; Staff shared possible things that could be done, but at this point we don't have a plan. Discussion was had on the trail project and working with Wright County.

Staff will refine this CIP and bring back to park commission.

### ***Baylor Park Barn Roof Repair***

Staff shared pictures of the roof on the barn at Baylor Regional Park; Staff stated that the roof is over 20 years old. Staff is wondering if park commission members have any concerns with going from a shingled roof to a metal roof on the barn. Staff stated that there will be a noticeable change.

Questions or Comments:

Lynch stated that he would recommend it.

Bruner stated he thinks a metal roof would look good.

Modeen asked what the advantage would be for a metal roof from a staff perspective; Staff stated durability, longer life. Staff stated that with snow we may have to use some type of ant-slide for snow over doorways for safety reason.

Bruner asked if the steepness of the roof does staff think snow would be a issue; Staff stated that the north side sidewalk and less light might be an issue.

**Staff Reports: (8:15 p.m.)**

***a. Briefing August 25, 2020 Board Workshop Session***

Staff shared with park commission members the power point that was presented to the County Board. Staff highlighted what has taken place at Lake Waconia Regional Park – Annexation into the City of Waconia, utility work at the park, paving of the park and restoration. The plan is to open the park later this month with grand opening next spring. We are also waiting on a bonding decision. The contractor is finishing up a punch list for the park.

Staff highlighted work that has been done on Coney Island- vegetation removal, archeological work, site cleanup, site development. Staff stated that the island is open for use. Next steps are vault latrines, docks and fishing pier, complete the north loop, additional site cleanup and signage.

Staff shared costs on the Waconia Event Center to maintain existing facility, upgrade facility, reprogram facility, build new facility and remove existing facility. Operations have been suspended due to construction sense 2019. Staff stated that there have been no site improvements. Staff shared other considerations for the building. Staff shared the pros and cons for different options. Staff recommendation is to remove the building and return to green space.

**Questions or Comments:**

Bruner stated that the cost to get up to code does not make sense to keep and feels that it should be removed. Kobilarcsik stated that with all the planning for park this building does not fit into the park plan and thinks it should be removed.

Staff stated one of the items that we are trying to obtain is a workboat for use to Coney Island, staff shared what type of boat is needed to help get things off and on the island and also be able to haul equipment to and from the island. Staff stated that they researched hiring a services provider, purchasing the contractor's boat, purchasing used and custom-built boats. Staff shared pros and cons. Staff recommendation is a custom-built boat, staff shared picture of what they would like. Direction by County Board is to investigate this boat.

**Questions or Comments:**

Kobilarcsik asked where staff would store this type of boat; in the summer it would be along the shoreline at Lake Waconia. If that does not work, then we would trailer the boat and store in a maintenance shed at the park.

Staff shared information on Miller Lake. This location is identified as a potential regional park site. Staff stated that there is a willing seller. It is approximately 160 acres and the lake is 142-acres. The property has some nice natural features. Staff also shared that there is a high voltage transmission line that runs along property line and there is a family cemetery on this site. Staff shared pictures of the area and things that are on the property. Staff shared the next steps in order to go forward with this.

**Questions or comments:**

Modeen stated that there is property that is for sale on the north side of the lake.

Bruner sated that the Met Council wanted to go ahead with this park property; Staff stated that yes, this is consistent with the Met Council Parks and Open Space Plan.

Discussion was had on this potential park location and access to growing community.

***b. TH5 Arboretum Regional Trail Connection***

Staff shared pictures of the TH5 Trail work that has started. Retaining wall, trail grading through the arboretum to the west side of the project.

***c. Lake Waconia Regional Park***

Was previously covered in board workshop session topic.

***d. Coney Island***

Was previously covered in board workshop session topic

***e. Park Operations***

Staff stated that there has been great press on the opening of Coney Island in the local papers and a new article with the Star Tribune, should be in Thursday's paper. Maintenance work is still ongoing and will work with Sheriffs Dept. on how to patrol the island. It seems like the site is being used respectively. We will work with snowmobile group for use for the island.

Beaches are now closed for the season; swim lines and buoys have been removed. Campground is running well, still using the preparedness plan and too seems to be working well.

Staff stated that the County came out with a procedure form for events and meetings, things continue to change with COVID restrictions.

Recreation programming is going well, we are offering six events this fall to take people out to the island by way of canoes or kayaks for a tour of the island.

No questions or comments

**Commission Member Reports: (8:44 p.m.)**

No Reports

**Next Meeting Date: (8:45 p.m.)**

Next meeting will be on October 14, 2020.

**Adjourn Meeting: (8:46 p.m.)**

Welvaert motioned to adjourn the meeting.

Boettcher seconded the motion.

Motion passed 7 to 0.