



CARVER COUNTY PARKS

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Division of Public Works

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Carver County Park Commission Regular Meeting

6:30 p.m.

Wednesday, May 9th, 2012

Baylor Regional Park

10775 County Road 33, Norwood Young America, MN 55397

Agenda

- 1) Baylor Park Tour
- 2) Call Regular Meeting to Order (7:30 p.m.)
- 3) Roll Call (7:31 p.m.)
- 4) Approval of the April 10th, 2012 Regular Meeting Minutes (8:02 p.m.)
- 5) Additions or Deletions to the Agenda (8:03 p.m.)
- 6) Approval of Agenda (8:04 p.m.)
- 7) Commissioner Liaison Report (8:05 p.m.)
- 8) Open to the Public (8:10 p.m.)
- 9) Old Business
 - a. Request to Construct Building(s) at the Onan Observatory (Kleavan Schmitz)
- 10) New Business (8:15 p.m.)
 - a. Recommendation to Award Bid for the Dakota Rail Regional Trail Phase II (Walsh)
 - b. Recommendation to Issue Annual Vehicle Passes to County Board Members (Walsh)
 - c. 2012-2013 Goals and Strategies (Walsh)
- 11) Staff Reports (8:30 p.m.)
 - a. Lake Minnewashta Park Aquatic Invasive Species Program (Kleavan Schmitz)
 - b. Governor's Fishing Opener (Kleavan Schmitz)
 - c. Lake Minnewashta Regional Park, TH 41 Trail Construction (Walsh)
 - d. Southwest Regional Trail Connections (Walsh)
 - e. Events and Activities (Kleavan Schmitz)
 - f. Legislative Update (Walsh)
- 12) Commission Member Reports (8:50 p.m.)
- 13) Set Next Meeting Date (8:55 p.m.)
- 14) Adjourn Meeting (9:00 p.m.)

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

Draft
Meeting Minutes
April 11th, 2012 Regular Meeting

Members Present: Jerald Moja, Thomas Hermann, Cindy Dobratz, Myron Karki, and Commissioner Tim Lynch

Staff Present: Marty Walsh, Lenny Klevan Schmitz

Public Present: Merle Hiltner, Dave Falkner, Mark Job (all with MAS)

CALL TO ORDER - Moja called the meeting to order at 7:06 p.m.

MINUTES - Karki motioned to approve the February 8th, 2012 minutes. Hermann seconded the motion. Motion passed 4-0.

AGENDA- Karki motioned to approve agenda. Hermann seconded the motion. Motion passed 4-0.

OPEN TO THE PUBLIC- N/A

LIAISON REPORT- Commissioner Lynch mentioned that AIS topic continues to be all around us in the media and other communities figuring out what to do. Lynch also noted it will be a very busy summer with the Dakota Rail Regional Trail Phase II and Lake Minnewashta Regional Park trail project. Lynch suggested we have our next meeting at Baylor Regional Park to walk the grounds at the Onan Observatory.

NEW BUSINESS

a. Election of Chair and Vice-Chair

Hermann nominated Jerry Moja as Chair. Karki seconded motion. Moja accepted the nomination. No further nominations. Vote was unanimous.

Karki nominated Cindy Dobratz as Vice-Chair. Hermann seconded the motion. Dobratz accepted the nomination. No further nominations. Vote was unanimous.

b. Presentation and Request to construct building(s) at Onan Observatory

Klevan Schmitz went through a brief PowerPoint presentation providing some of the basic details about the request. Members of the Minnesota Astronomical Society (MAS) provided some additional details and handouts with a new building layout. There was lengthy discussion about the site plan, traffic flow, needs, concerns, costs and other related items.

In the end Moja made a motion to follow the recommended work plan for staff and the MAS to work together to create a plan that will work for all parties involved. Karki seconded the

motion. Motion passed 4-0.

WORK PLAN

- Develop, review and recommend agreement for MAS to construct new structure(s) at Baylor Regional Park
- Review and recommend a site plan
 - Building layout/orientation
 - Relation to other park features
 - Grading and drainage
- Review and recommend construction of the building(s)
 - Building design
 - Conformance with building codes
 - ADA access
 - Safety considerations
 - Exterior
 - Building style
 - Building materials
 - Components such as walkways, retaining walls, landscaping, utilities
- Recommendation by the Park Commission to the County Board
 - Approval of an agreement to construct additional buildings adjacent to Onan Observatory
 - Approval of Construction Plans

c. Recommendation to award bid for TH 41 trail and Underpass and Lake Minnewashta Regional Park Trail Project

Walsh reported that the bid opening date for the Lake Minnewashta Regional Park and TH 41 Trail and Underpass Project was March 14, 2012. Twelve bidders submitted for the work. The Engineer's Estimate was \$1,808,333 and the bids ranged between \$1,890,801 and \$2,158,658. The low bid was received from Rosti Construction and they have been cleared by MNDOT to be awarded the contract.

Anticipated financing for construction and engineering of the project includes.

- \$1,173,314.00- Federal Transportation Enhancement Funds
- \$665,331.12 – City of Chanhasen
- \$451,591.63- County Sources (Parks and Trails Funds, Metro. Council and State Bonds)
- \$2,290,236.74 Total Construction and Engineering

Karki made a motion to recommend approval of the project to Rosti Construction. Hermann seconded the motion. Motion passed 4-0.

d. 2012-2013 Goals and Strategies

Walsh provided handout with meeting packet and recommended reviewing before next meeting. Discussion was postponed to future date.

e. 2012 Park Tours

Based on previous meeting conversation, the May meeting will be at Baylor Park. At the June meeting, it is proposed that a tour be taken of the former Union Pacific Railroad property since the sewer

project is nearing completion.

f. Lake Minnewashta Regional Park Fireworks

The Parks Department has received a request to launch fireworks within the Lake Minnewashta Regional Park boundary by homeowners on the lake. Carver County, with recommendation of the Park Commission, has approved previous requests.

The proposed fireworks display would be launched at Boat access #2 weather and site conditions permitting.

Launching of fireworks within the park is prohibited by ordinance without authorization of the County Board.

Recommendation: It is requested the commission recommend that County Board authorize home owners on Lake Minnewashta the ability to launch fireworks from the park. The home owner(s) must contract with a licensed and insured pyrotechnic firm, and coordinate the activity with the Chanhassen Fire Marshall and receive a park permit for the activity

Karki made a motion to approve the staff recommendation. Hermann seconded the motion. Motion passed 4-0.

g. New Germany 125th Celebration

The Parks Department has been working with representatives of the New Germany 125th Celebration Committee. The event is to be held July 13-15, 2012. The Committee intends to host a number of events and activities at the depot location in town. The committee desires to sell and serve beer. It is unlawful for any person to use or sell any controlled substance in violation of state statute and or serve, possess or consume alcohol beer or wine within in a park or trail and is prohibited except as designated by the County Board.

Recommendation: It is requested that the Park Commission recommend that the County Board authorize the New Germany 125th Celebration Committee to sell beer or wine in conformance with state statute and designate the depot area in New Germany a place where beer and wine can be possessed and consumed during July 13th -15th , 2012.

Dobratz made a motion to approve the staff recommendation. Hermann seconded the motion. Motion passed 4-0.

STAFF REPORTS-

a. Lake Minnewashta Aquatic Invasive Species (AIS) Program

Interviews of potential AIS applicants were conducted the week of March 12, 2012. The DNR has provided a draft agreement to delegate authority for inspections to AIS inspectors hired by the County. The agreement is being reviewed by the County Attorney's Office. Staff has responded to the

Minnehaha Creek Watershed District's (MSCD) request for further detail on the AIS inspection program to be conducted in the park. This information will be used for the development of a grant agreement between Carver County and MCWD to fund 50% of the costs for AIS inspections in the park. These agreements are tentatively planned for County Board approval on April 24, 2012.

b. Dakota Rail Regional Trail Phase II

The County Board did authorize bids on February 7, 2012 for the project. The Project Memorandum was approved by the State on March 7, 2012. Authorization to bid the project has been provided by MNDOT and is currently being advertised for bid. Bid opening is scheduled for May 1, 2012.

c. Transportation Enhancement Grant Scoring

Carver County applied for two Federal Transportation Enhancement Grants as a part of the 2011 federal grant solicitation. Applications were submitted for the Union Pacific Railroad Corridor, Extension of the Minnesota River Bluffs Regional Trail and for a trail along County Road 10, the County Road 10 Regional Trail, from the Dakota Rail Regional Trail to Waconia Parkway. While funding levels for the transportation enhance program have not yet been determined, the application for a trail on the former Union Pacific Railroad corridor from Athletic Park in Chaska to the City of Carver appears likely to be funded ranking 8th out of 49 applications. The County Road 10 Regional Trail project ranked 30th and appears unlikely to be funded based on past funding levels for Transportation Enhancements.

d. Governor's Fishing Opener (GFO)

At the April 3, 2012 Carver County Board Meeting, the Board agreed to waive park fees and to provide policing for the event. Policing is to be provided by the Sheriff Office. Expenses related to the event would be paid from the Commissioner Contingency Fund. In consideration for the services to be provided by the County, the County is applying to be a sponsor of the event. As a sponsor, the County would receive passes to some events and be provided advertising opportunities throughout the 2012 GFO.

e. Southwest Regional Trail Connections

Appraisal service has been requested for the three identified parcels needed for construction of the trail. A draft Project Memorandum has been prepared. This document has been sent to other agencies for review. A meeting was held March 22nd, 2012 with representatives of the City of Victoria, City of Chaska, Hennepin County Regional Railroad Authority, Three Rivers Park District (TRPD), WSB consulting engineer and County Park Staff. A follow up meeting was held with representative of the Three Rivers Park District, representatives of Victoria and Carver County to discuss potentially expanding the length of trail to be constructed in Victoria, operations, maintenance and an approval process with TRPD to construct the trail segment. THRPD desires to construct approximately 2237 feet of trail

between our terminus points at the public boat launch facility east to an existing paved trail within Carver Park Reserve. It is proposed that the additional engineering and cost to construct this segment of trail would be funded by TRPD. This work would also be included in the contract along with the segment of trail to be constructed west of the boat launch facility to take advantage of the economies of scale.

f. Events and activities:

Staff will report on past activities and report on several new programs for the spring including:

- April 28th - Onan - Astronomy Day at Baylor Regional Park 2-10 p.m.
- May 5th - Earth Day Park Clean up at Lake Minnewashta Regional Park 10 am- Noon
- May 9th - Parent/Child Archery Class at Baylor Regional Park 6:30-7:30 (4 weeks)
- June 3rd - Full Moon Hike and Star Gazing at Baylor Regional Park 8 p.m. - 9:30 p.m.
- June 9th - National Get Outdoors Day and Family Campout at Lake Minnewashta Regional Park

Volunteers are always needed and welcome at most of our events. Please let staff know if you are able to assist with an upcoming program or event.

g. Legislative Update

Funding for Regional Parks ranges greatly between the three passed bonding bills. This issue will likely be worked out in conference committee over the next couple weeks. Also the Greater Minnesota Parks Coalition has introduced legislation to get a share of the Environment and Natural Resources Trust Fund. This issue will continue to be watched by staff during the session.

Commissioner Reports

Karki reminded everyone about the 2012 Governors fishing opener which is going to take place on Lake Waconia May 11-13th and Sister Saturday events on May 12th in Waconia.

NEXT MEETING – Park Commission next meeting will be 6:30 May 9th, 2012 at Baylor Regional Park.

ADJOURN - Hermann made a motion to adjourn. Karki seconded the motion. The motion passed 4-0. Meeting adjourned at 9:10 p.m.



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DIRECTORS REPORT

May 9th, 2012
PARK COMMISSION MEETING

To: Members of the Park Commission
From: Martin Walsh, Parks Director
CC: Lyndon Robjent, County Engineer
Tim Lynch, County Commissioner
Date: 5/7/2012
Re: May 9th, 2012 Park Commission Meeting

Old Business:

A) Request to Construct Building(s) at the Onan Observatory

As a part of the tour of Baylor Regional Park, a site visit to the Onan Observatory will be made to familiarize commission members with the existing building and surrounding grounds.

To assist with review of the proposed addition of buildings to the site, the Parks Department is contracting with Hoisington Kogler Group Inc., a planning and landscape architecture firm, to review and provide recommendations on a site plan and the proposed addition of buildings adjacent to the observatory. Additionally, staff recognized that MAS has worked to develop a site plan and put significant time and other resources towards to the project. Consistent with the lease agreement between MAS and the County which contains language to participate in the development of a site plan, the Parks Department is crediting work provided by MAS as an in-kind contribution and match to the contracted work which is funded by the Department.

Hoisington Kogler's scope of services to be provided include facilitating meetings between the MAS and Parks Department, review and discuss proposed plans for expansion, work to reach consensus, professional review of the proposed plans. Goals outlined include; well functioning site that is safe , accessible, well designed circulation; attractive campus setting, well planned for the future, buildings are situated well on the site, buildings fit with one another on site.

In a joint meeting, on May 2, 2012 representatives of MAS, County Parks Dept and Hosington Kogler met to review the proposed project and provide background information. Hosington Kogler will meet on site MAS and Parks representatives on May 9th for a site visit.

Work to review, reach consensus and provide recommendation is underway. A recommendation is not provided at this time.

New Business

A) Recommendation to Award Bid for the Dakota Rail Regional Trail Phase II

The bid opening for Phase II of the Dakota Rail Regional Trail project was held Tuesday, May 1, 2012. Six bids were received. The engineer's estimate was \$1,732,521 and the bids ranged between \$1,472,733 and \$1,979,987. The apparent low bidder was Eagle Construction, Inc. However, after requesting Eagle Construction review and check its bid, the County received a request from Eagle Construction to withdraw its bid due to calculation errors that were discovered. The County will honor the request by Eagle Construction. The next lowest bid was provided by Sunram Construction Inc. for the amount of \$1,785,520.

Anticipated financing for construction and engineering of the project includes.

- \$1,201,788- Federal Transportation Enhancement Funds
- \$220,000- County Regional Railroad Authority
- 120,000- County Program Aid
- \$ 473,000 County Sources (SG-2011-106 \$207,000 and \$266,000 2013 Parks and Trails Funds,)
- \$2,014,000 Total

- \$1,785, 520 Construction
- \$250,000 Engineering
- \$2,035,520 Gand Total

Possible Value Engineering Options to bring project within budget constraints include:

- \$118,408 (Remove Crow River Bridge Lead Paint Abatement and Painting)
- \$ 30,400 Remove Kiosk
- \$50,000 Eliminate Contract Inspection Service (Estimated)
- \$ 31,000 Remove Tree Removal

Possible additional Funding Sources to increase the budget included:

- County Advance Funds \$150,000, to be repaid with 2014 Parks and Trails Funds
- County Advance Funds \$68,000, to be repaid with 2014 County Program Aid
- Supplement budget with \$58,000 of Capital/Non Capital Budget

Recommendation: It is recommended that the value engineering approach of removing lead paint abatement and painting of the Crow River Bridge be employed, reducing the contract amount by \$118,408. Painting the bridge is primarily a cosmetic item and does not affect the structural integrity of the bridge.

Additionally, County highway engineering staff will provide some of the inspection service needed for the project reducing consulting costs.

To provide additional contingency funding, it is recommended that \$58,000 of Capital/Non Capital unexpended funds be used to supplement the budget if needed.

It is requested that the Park Commission recommend to the County Board the award of the construction contract of Phase II of the Dakota Rail Regional Trail to Sunram Construction Company Inc. Lead paint abatement and painting of the Crow River Bridge is to be removed from the proposal at a reduction of \$118,408. The recommended contract amount for the project is \$1,667,115.00

B) Recommendation to Issue Annual Vehicle Passes to County Board Members

County Board Members should feel comfortable accessing our County Park areas without the worry of not having a vehicle permit and risking possible patrol stops for permits while in our county parks. There are lots of programs, ongoing maintenance operations and construction projects that Board Members should have access too. Providing annual vehicle permits to Board Members is a way in which they would be properly identified in the park areas and reduces the need for explanations as to who they are at park entrance points. Additionally, should they be approached by the County Sheriff Deputies while in the park, they would be properly permitted.

Recommendation: It is recommended that the Park Commission recommended each Board Member be issued two annual vehicle permits for their vehicles for the purposes of having access to County Park facilities.

C) 2012-2013 Goals and Strategies

For the Commission's review and comment, a listing of 2012 activities, goals and strategies is provided as an attachment to this report.

Recommendation: The Commission should review and suggest priority of the activities, goals and strategies to help provide input and direction to staff.

Staff Reports

A) Lake Minnewashta Aquatic Invasive Species (AIS) Program

AIS inspectors are hired and have taken training provided by the DNR. The agreement with the DNR to delegate authority for inspections to AIS inspectors hired by the County has been executed. The agreement with Minnehaha Creek Watershed District's (MSCD) to share the costs of inspection services has been approved by the County Board. AIS Inspection services begin May 12, 2012 at Lake Minnewashta Regional Park.

B) Governor's Fishing Opener (GFO)

The Governor's Fishing Opener will take place on Lake Waconia, Saturday, May 12, 2012. A shore lunch is planned within Lake Waconia Regional Park on Saturday. Later that evening, a banquet will be held at the Waconia Event Center.

C) Lake Minnewashta Regional Park TH 41 Trail and Underpass Project

Construction activity of clearing wooded areas within the park boundary has begun. Trees have been removed from new trail alignments within the park. The contractor will also begin clearing trees from the TH 41 right-of-way in preparation for the installation of a retaining wall on the south side of Lake Lucy Road. Work continues with construction staking for construction limits and center line of the trail. Silt fence is also being installed in preparation of grading and excavating.

D) Southwest Regional Trail Connections

Staff will be meeting Thursday, May 10, 2012 with Three Rivers Park District (TRPD) to work on an agreement to construct the trail and provide ongoing operations and maintenance. Additional, our consulting engineer is preparing to proceed with final plans as soon as an agreement is reached with the TRPD and the City of Victoria on the scope of work to be included in the project.

E) Events and activities:

Staff will report on past activities and report on upcoming programs:

- May 5th - Earth Day Park Clean up at Lake Minnewashta Regional Park 10 am- Noon
- May 9th - Parent/Child Archery Class at Baylor Regional Park 6:30-7:30 (4 weeks)
- June 3rd - Full Moon Hike and Star Gazing at Baylor Regional Park 8 p.m. - 9:30 p.m.
- June 9th - National Get Outdoors Day and Family Campout at Lake Minnewashta Regional Park

Volunteers are always needed and welcome at most of our events. Please let staff know if you are able to assist with an upcoming program or event.

F) Legislative Update

Verbal report is to be provided at the meeting.

Draft 2012-2013 GOALS, STRATEGIES AND INITIATIVES

March

2012

Priority

H,M,L

Status

Progress

Goals/Initiatives
(by functional area)

Next Steps

ADMINISTRATIVE

2013 Budget

2014- 2018 CIP

Budget Preparation
Develop Long-Term CIP Funding Plan

Meet with County Board

Tour Regional Park Areas
Develop Annual Report, Focus on the importance of Parks and Recreation ties, to public health, Education,....
Invite Board Members to Events, Activities

** Interaction with Boards and Committees

City Council of Waconia

Update on Progress, Seek Support for Boat Access

MPOSC Representative

Area Legislators

DNR Officials

City of New Germany

City of Chanhassen

City of Chaska

Introduction, Review System,
Meet and discuss Parks and Trails Funding
Continue to discuss partnering on Boat Access
Ground Breaking Ceremony Phase II DRT
Ground Breaking Ceremony LMP TH 41
Acquisition of Land for SW Regional Trail

Improve asset management with use of technology

Research Asset Management Programs
Request Budget to Support Software

Improve Customer Service/Park Operations

Addressing and Signage of Park Buildings
Develop New Recreation Programs
Review Staffing Levels and Service Demands
Determine if changes should be made to work schedules, increase in personnel
What improvements can be made to online services, voice mails or other self help areas

Develop Goose Management Plan for LWP

2012

Priority

H,M,L

Goals/Initiatives
(by functional area)

Next Steps

Status
Progress

Revise and Update Priority Listing of Parks and Trails Funds From the Constitutional Amendment

Current Projects
Dakota Rail, LMP TH 41 Trail, SW RT Union Pacific Rail Road, County Road 10 Pavement for LMP Road, LWP Playground

Improve Participation and Public Awareness Through Marketing

Use of Social media, list serve
Park Commissioners - staff at City Festivals?
Continue with Quarterly Newsletter
Improve awareness of special events and recreation programs through signage and flyers at regional park entrances and Kiosks

Collaborative Projects

Land and Water Services/ Environmental

Meet -Use of Clean Water, Heritage, Parks @ Trails Funds

Public Health

Participate in SHIP Program

County Wellness Committee

Employee Bike Ride, Fitness activity

Provide Safe and Respectful Park Areas Park Patrol

Continue to Support CSO's
Meet Sheriff, Jim Olson, and Commander Blair Anderson review service needs

Improve Access to Parks and Trails

Work to resolve Co . Rd 10 Trail Connection

**Improve Park Funding

Work to position County for Grant Opportunities, P &T, TE grants
Attend Legislative and I. A. Meetings
Develop Report for County Board, comparison of agency investments

2012

Priority

H,M,L

Status

Progress

Goals/Initiatives

(by functional area)

Next Steps

Develop Resource Information and Potential Measureable Outcomes
Employees per thousand
Dollars expended per thousand
Amount expended per residence

Analyze Past and Recent Survey Data to Determine Level of Support and Opportunity
Analyze and Compare CC. to Other Metro Parks Systems
Parks Systems and Surrounding Counties
Inform County Board of findings

Attract and retain customers

Trail projects, Maintenance, New Park Programs
Advertismen, Press Releases

PLANNING/ACQUISITION/DEVELOPMENT

Development

Lake Minnewashta Regional Park
Trail and Box culvert Installation
Dakota Rail Regional Trail Phase II

Construct Trail
Construct Trail

Lake Waconia Regional Park

Memorial Forest
Install Walking Trail
Utilities

Have County Board Authorize Donation Program
As work allows, make minor improvements
Work with City of Waconia on Utility Plan for East Lake Development

Baylor Park

Storm water/Pond Improvement

Develop plan to fill in pond and replant
Relocate Bridge

Beach

Evaluate beach use and demand for service

Southwest Regional Trail Connection

Appraise Land needed
Work to acquire property
Develop Plans and Specifications

2012

Priority

H,M,L

Goals/Initiatives

(by functional area)

Status

Progress

Next Steps

Land Acquisition

Union Pacific Railroad (Chaska Ind. Lead)

Southwest Regional Trail

County Road 10 Trail Connection

Work to acquire property within Lake

Waconia Regional Park Boundary

Coney Island

Complete agreement with Cities and
MCES and Scott County

Order Appraisal, Work to Negotiate Sale

Propose offer after Eminent Domain

Settlement for Co. Rd 10

Work on Legislative request for funds

Continue Discussion with DNR on Partnering
to acquire the Pauls Parcel

Stay in contact with Owner

Planning

Parks and Trails Applications

Natural Resource Restoration Projects

Master Plan Amendment to Include

Coney Island

Pilot Project for Alternative Development tract

Transportation Fund Grant Application

Prepare Plans for Future Projects

Identify project areas, LWP, LMP, BP, Crow

Continue Communication With Private Owner

As opportunity would present itself

Develop future listing of projects

Trail connections -Chaska to Victoria

LMP Road

LMP, BP, LWP restoration - Prairie, Forest

LMP Boat Access

LMP Group Area

LWP Phase 1 Construction Plan

LMP Gate House/ visitor bldg. Relocation

Southwest Regional Trail Connection

Other

Onan Observatory

Promote Observatory Through Special Events

Consideration for Additional Building(s)

<u>Goals/Initiatives</u> (by functional area)	<u>2012</u> <u>Priority</u> <u>H,M,L</u>	<u>Next Steps</u>	<u>Status</u> <u>Progress</u>
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Dakota Rail Line Stewardship Program
Management of Leases
Maintenance Program

Convert leases to permits
Continue minor maintenance

Possible Tours

Lake Minnewashta Trail Construction
Dakota Rail Phase II Construction
Union Pacific Railroad Corridor
Carver Park Reserve
County Park Tour with Board Members

Select Possible Tours

Physically Challenged/Older
Continue with improvements

Re grade portions of trails at LMP
Budget Installation of Aggregate Pathways
at Lake Minnewashta Regional Park

VOLUNTEERISM INITIATIVES

Volunteer Program Initial Development

Send information out to volunteer
recruitment organization
Adopt A trail Program

Volunteer Opportunities

Arbor Day/Earth day
Buckthorn Removal/Containment

Continue Program
Continue Program