



**Park Board Meeting
Agenda
November 25, 2109
6:30 p.m.
City Council Chambers, City Hall**

<u>Park Board Members</u>		
Member:	Lacey Shaw, Chair	2019
Member:	Nik Feist	2019
Member:	Carl Pierson	2020
Member:	Matt Wessale, Vice Chair	2021
Member:	Adam Hegeholz	2021
Alternate:	VACANT	2019
Council Liaison:	Pete Leo	

1. Call Meeting to Order
2. Approval of Agenda
3. Approval October 25, 2019 Minutes
4. Review Project & Maintenance Updates
5. Review of 2020 Anticipated Projects
6. Park Board Questions
7. Adjourn

Upcoming Meetings:
December 19, 2019

**CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
PARKS AND RECREATION BOARD
THURSDAY, October 24, 2019**

Pursuant to due call and notice thereof, the Regular Meeting of the Waconia Parks and Recreation Board was called to order at 6:32 p.m. by Shaw.

Park Board Members Present: Lacey Shaw, Nik Feist, Matt Wessale
Park Board Members Absent: Carl Pierson, Adam Hegeholz
Staff Present: Jackie Schwerm

Adopt Agenda

Motion by Wessale and second by Feist to approve the agenda. All present voted AYE.

Waterford Park Shelter Design

Eldred presented that the City of Waconia is working with Oertel Architects to have a structure designed at Waterford Park. This project isn't imminent, but is something to consider for the future. Eldred discussed the two concepts and pointed out the differences between them. He stated that the designs are based off of examples from Coon Rapids and Maplewood.

Wessale asked about the playground in relation to where this shelter would be, and Eldred explained where it would sit and also mentioned there would be green space to the south. Feist mentioned that he would like to see more design around the inclusive playground, for example more accessible bathrooms, more changing areas, and room for adult companions in the bathrooms. He asked if there are other examples of shelters at inclusive playgrounds we can look at.

Shaw, Feist, and Wessale discussed the bathrooms, and how they feel it is important to have several of the universal bathrooms at this structure.

Parking was also discussed, and Shaw asked if there could be a drive-up location for drop off.

There was also a discussion on the use of space – what type of use would this space be for? All agreed there was a need in this community for a space that can be used for scouts, showers, birthdays, etc.

Shaw inquired as to if other people have looked at this concept plan, and Eldred stated that the park board is the first to look at it, and that this project is still a few years away. The first goal is to narrow the focus as to why type of facility would work here.

Feist asked about whether it would be beneficial to just put up restrooms vs. the meeting space and restrooms, especially if there are financial concerns. Eldred stated that there is an option for phasing, such as starting with the restrooms. Wessale stated that he believes there is a need now for a facility like this, and demand will only grow in the future.

Overall, the group decided they liked Option A the best, but to add universal/family restrooms on the exterior of the building. All agreed they liked the look of the structure and the earth tone colors.

Although he could not attend the meeting, Carl Pierson provided written comments for Eldred to hand out at the meeting.

Public Services Department Updates

Eldred provided the Park Board updates on several maintenance projects happening around town:

- Community gardens: closed on October 7, because it was such a wet year, there were some complaints.
- Portable restrooms: removed except for Cedar Point and Waterford Park due to the high volume of winter users in these locations.
- Tree planting: staff replaced numerous boulevard and park trees.
- Water fountain: a new water fountain was installed at City Square Park with donations from the Waconia Fire Relief Association. The Waconia Fire Relief Association also donated the Pocket Park water fountain.
- Trail Drainage: staff worked on the implementation of additional drainage improvements near Cedar Point Park; the trail is expected to be paved next week, depending on conditions. Final curbing should take place October 25 and the trail should be open soon. The box culvert proved to be an issue because of the weather.
- Rain garden restoration: staff are in the process of rehabilitation the small rain garden in Cedar Point Park.
- Memorial bench: staff installed a concrete slab and memorial bench in Cedar Point Park in memory of Jo Ann Belcher.
- Restroom winterizing: utility staff have been busy winterizing the restrooms and irrigation systems managed and serviced by the City.
- Staff walked regional trail for fall clean-up.
- Pocket park: Pocket park is almost complete, thank you to the Waconia Fire Relief Association for their donations.
- Brook Peterson restroom improvement: received grant from DNR. Goal is for City Council final review in December. Wessale asked about construction dates and Eldred stated that probably in the spring.
- Winter maintenance: reviewed policy with staff, shooting for day 1/day 2 on trails for plowing and snow removal this year.

Wessale asked if on Interlaken trails we could do some research into putting up signs with information on the native plants/tree species. Eldred stated this is something that could be looked into.

Wessale also asked about the underpass, it is full of mud and very slick. Eldred stated that the City is working on a long-term fix for this, with new drainage next year.

Feist inquired about moving the November Park Board meeting to Thanksgiving week, Monday or Tuesday. Schwerm stated she would check with Arntz and Arntz would send an email to the group.

Motion by Wessale, second by Feist to adjourn the meeting at 7:17 p.m. All present voted AYE.

Respectfully submitted,



Jackie Schwerm
Assistant City Administrator



PUBLIC SERVICES DEPARTMENT MEMO

To: Susan Arntz, City Administrator
From: Craig Eldred, Public Services Director
Date: November 21, 2019
RE: Park Board Update
CC: Park Board and City Council Liaison

Brook Peterson Park Restrooms: we just received the 90% plans and specification for review from our Engineers and Oertel Architects. In the process of review and intend to meet shortly after Thanksgiving for comment and review. We did relocate five evergreens, near Fields Three and Four to create a “Batter Eye” for Lion’s Field since they were in the way for the trail and sidewalk improvements for this project. A Mechanical review suggested that we increase the size of the water service to support auto-flush restroom fixtures. We’re looking into this improvement for this fall and winter along with removing the old Wastewater storage tank. We’re looking at pricing this work at this point. It is my intentions to keep this outside of the Grant Fund work, since it is repurposing and repair of Park Facilities. We’re also working on obtaining costs for the shelter improvements to be funded and managed by Public Services as part of the improvements. We will review the improvement in greater detail in the coming months prior to gaining authorization to bid.

Pocket Park: the site is pretty much completed. Our Contractor will be in late this week and early the week to install the roofing on the structure. We received the Bike Repair Station, but will install it and the water fountain in the spring Staff have seeded and stabilized the site and placed concrete slabs for trash receptacles.

Pheasant Ridge Park: The same Contractor will install the roof on the shelter at this location. Closing out all of the work staff and our Contractor were to complete.

Pedestrian Underpasses: I wanted to provide some information on Winter Conditions we’ve been experiencing at some of our underpass structures around town. **County Road 10/ Interlaken Development;** the underpass has constantly had issues with ice build-up and poor

drainage. We have a project slated for 2020 to assist in improving drainage for this underpass. The current storm sewer is tight to support proper drainage. It is my intent to recommend removal of the boulder wall and replace it with a Pre-Cast Modular Block wall in 2021. The boulder wall is still hampering the condition of the box culvert, and if rectified correctly the modular block wall will eliminate the impacts and provide for a more reliable structure. **County Road 10/Waconia Parkway South**; we're looking into an increase in water impact to this underpass, and feel it has to do with the buried water main. Just recently the slope in the area of the water main has increased in water discharge. Our Utility Staff are looking into this and we will be working to rectify any issues associated. Each of these areas will be signed for the poor conditions and monitored by Park Staff.

2019 Improvement Project: Mother Nature hampered this project immensely from July on with above average rain fall and then earlier than normal critically low temperatures. We were fortunate to pave the roadway surface in time to reopen the road a couple of weeks ago. At this time we plan to leave the trail in a gravel state through the winter. I know it's not a popular option, but with all the utility work within the trail corridor, it might be a blessing to wait out a Freeze-Thaw Cycle for settlements. At great amount of Sanitary Sewer, Storm Sewer and Electrical work was completed in the trail sub-section. In the end after a Freeze-Thaw Cycle we typically end of with a better finished product. We're currently awaiting XCEL to provide the remaining electrical service supply to light the remaining project west of Lakeview Terrace. We will be installing the new Crosswalk RRFB signs in the next week at Scott Lane and Lake Street.

Trail Maintenance: Public Services received authorization from the City Council on November 18th to become a Member of a Cooperative Group, Joint Powers Agreement for Bituminous Trail Maintenance for crack filling and sealing. The membership group includes communities in Scott County, Eagan, and Waconia. Waconia is currently a member of the South Metro JPA for street maintenance activities. These same organizations were working to add Bituminous trails to the roadway maintenance format. It became difficult to get all members of that large group to accept trail sealing into the SMJPA. Therefore one was organized by Scott County. This effort will assist us in Administration and prevent annual requests for service. Our main focus will be mapping and managing oversight of our required work. Sealing of trail surfaces will extend their life-expectancy if they're properly constructed. Most of our immediate efforts will be trail systems installed around 2008 and later. Those that pre-date this era may need reconstruction, or improvements prior to a sealing process.

Native Planting Areas: we were hoping to have a required native planting area complete as part of the County Road 10 improvement completed this fall. The weather hampered our abilities to complete this fully. We're currently working with the Stonegate HOA on the side

slope above the underpass near Interlaken on a native planting plan. A minor portion of the slope is owned by the City. We've held one meeting with Prairie Restoration and have some follow-up work to look at alternatives for native or Bee habitat plantings. I'm also researching outside funding support for this effort for the City and Homeowner's Association. It is our goal to look into this effort in greater detail to off-set mowing operation of high maintenance and accessible slopes.

Regular Maintenance Items: Park Maintenance have been busy with storm water best management maintenance, preparing for Seasonal lighting, pulled four park signs for restoration this winter, marking trail hazards and monitoring trail conditions. We will be holding tight to the Day One/Day Two Plowing activities as it relates to trail maintenance for snow removal. We have some limitations to service every single trail in our system in the case of a larger snow event. Increased efforts will be focused on Downtown, Public Facilities, Bus Stops, and School District Linking systems. Just in case you receive feedback from the General Public.

Lake Waconia Regional Park Project: At the meeting, Craig will provide a verbal update on the Lake Waconia Regional Park progress. The work there has been random with the change in the weather at this stage.



REQUEST FOR PARKS & RECREATION BOARD ACTION

Meeting Date:	November 25, 2019
Item Name:	Review 2020 Anticipated Projects
Presented by:	Susan Arntz, City Administrator

RECOMMENDATIONS/ACTION/MOTION REQUESTED (Include motion in proper format.)

Discussion and update item only

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

In 2020, the proposed budget includes the following projects:

- Buckthorn Removal (\$15,000)
- Reitz Lake Native Restoration – Phase 4 Time and Materials (\$4,000)
- Lighting Improvements & Maintenance at Parks (\$4,000)
- Replacement of Park Amenities per Maintenance Plan (\$75,000)
- Pool Drain Cover Replacement (\$10,000)
- Water Softener Replacement at Safari Island (\$16,500)
- Interior Facility Painting at Arena (\$30,000)
- City Square Park ADA Compliance Study and Improvements (\$30,000)
- Improvements to Lion’s Field (\$35,000)
- Brook Peterson Restroom Facility (\$650,000)
- Security Camera System at Safari Island (\$30,500)

In addition to these projects, there are two sketch plans that have been submitted for future development. These projects will need to be presented to the Board in the near future as well.