



Parks & Recreation Commission Meeting

Wednesday October 11, 2023

Public Works

11360 Highway 212

Cologne, MN 55322

6:30 pm Regular Meeting

AGENDA

- 1) Call to Order (6:30 p.m.)
- 2) Roll Call (6:30 p.m.)
- 3) Approval of Agenda (6:31 p.m.)
- 4) Approval of the August 9, 2023 Regular Meeting Minutes (6:32 p.m.)
- 5) Commissioner Liaison Report (6:35 p.m.)
- 6) Open to the Public (6:40 p.m.)
- 7) New Business (6:45 p.m.)
 - a. Special Event Use Permit Request: T-Road Tavern, Joe Lemmerman "October Fest"
 - b. Facility Agreement - Event Space at Paradise Commons
 - c. Waconia Event Center Memento
- 8) Discussion Items (7:00 p.m.)
 - a. Lake Waconia Regional Park Phase III Plan – Staff Comments
 - b. Parks Visioning
- 9) Staff Reports (7:45 p.m.)
 - a. General Operations & Recreation Services
 - b. Maintenance and Natural Resources Operations
 - c. Administrative Update
- 10) Commission Member Reports (8:00 p.m.)
- 11) Next Meeting Date (8:10 p.m.)
 - a. November 8, 2023
- 12) Adjourn (8:15 p.m.)

Upcoming Events and Activities

10/10/23: Lake Minnewashta Regional Park Playground Virtual Open House

10/24/23: Coney Island Monument Recognition

12/12/23: Paradise Commons Ribbon Cutting

CARVER COUNTY



Parks & Recreation Commission Meeting

Wednesday August 9, 2023
Carver County Government Center
600 East 4th Street
Chaska, MN 55318

6:00 pm MNRBRT Tour: Meet at the Government Center
7:30 pm Regular Meeting: Assessor's Conference Room

MINUTES

- 1) Call to Order
 - a. M. Johnson called the meeting to order at 7:20pm.
- 2) Roll Call
 - a. Present: Jenn Brewington, Christine Fenner, Makiza Johnson, Curt Kobilarcsik, Mark Lagergren, and Reid Welch
 - b. Absent: Scott Knight
 - c. Staff: Marty Walsh, Sam Pertz, Jake Sandvig, and Hope Mack
- 3) Approval of Agenda
 - a. Motion to approve the agenda made by R. Welch, Seconded by Christine Fenner; Passed 6-0
- 4) Approval of the July 12th, 2023 Regular Meeting Minutes
 - a. Motion to approve the minutes made by R. Welch, Seconded by J. Brewington; Passed 6-0
- 5) Commissioner Liaison Report
 - a. N/A
- 6) Open to the Public
 - a. N/A
- 7) Consent Agenda
 - a. Special Use Permit – Fall Tour de Tonka
 - i. Motion to approve the consent agenda made by R. Welch, Seconded by M. Lagergren; Passed 6-0
- 8) Old Business
 - a. New Park Building Operations Plan
 - i. The revised operations plan was reviewed, with focused discussion on fees for the rental space. After Park Commission approval, it will go to the County Board for final approval.
 1. Motion to honor 2023 rates for reservations through February 2024 made by M. Johnson; Motion dies
 2. Motion to amend the business rental rate to \$150 for a 3 hour reservation and approve the plan made by M. Lagergren, Seconded by M. Johnson; Passed 6-0

CARVER COUNTY



b. New Park Building Naming Considerations

- i. The County Board requested that the Park Commission provide them with a revised list of name options.**
 - 1. Motion to recommend to the County Board the names Meday Wa Ko Ni Ya Commons and Paradise Commons made by M. Johnson, Seconded by C. Fenner; Passed 6-0

9) New Business

a. 2024 Parks & Recreation Department Fee Schedule

- i. S. Pertz reviewed the changes/additions suggested for 2024.**
 - 1. Motion to approve made by M. Lagergren; Seconded by J. Brewington; Passed 6-0

b. Waconia Event Center Demolition

- i. M. Walsh provided details of why it is recommended to demolish the building and where funds will come from to do so.**
 - 1. Motion to approve made by M. Johnson, Seconded by C. Kobilarcsik; Passed 6-0

c. Waconia Event Center Recognition

- i. The Commission discussed how to recognize the importance this building has had to the community, and decided the County's social media platforms are not a suitable place to do this. Other options, such as the City of Waconia or Waconia Chamber of Commerce will be considered.**
 - 1. Motion for no County hosted recognition was made by M. Johnson; Seconded by M. Lagergren; Passed 6-0

d. Lake Waconia Regional Park Phase III Preliminary Site Plan & Capital Funding Resolution

- i. M. Walsh reviewed the draft site plan and funding requests for the project. The Park Commission and Staff provided feedback.**
 - 1. Motion to support the request and move it on to the County Board made by J. Brewington, Seconded by Christine Fenner; Passed 6-0

10) Staff Reports

a. General Operations & Recreation Services

- i. S. Pertz asked the Commission to start thinking about what lifeguard services, if any, we would like to provide in 2024.**

b. Maintenance and Natural Resources Operations

- i. Biff screens are being installed at trailheads and design planning is beginning for the boardwalk at Baylor Regional Park.**

c. Administrative Update

- i. The Park Commission is invited to attend the County Board Workshop on 9/12/23 that will be with HKGi.**

11) Commission Member Reports

- a. It was great to tour the MNRBRT today.**

12) Next Meeting Date

- a. The next Park Commission meeting will be on September 13, 2023 at 6:30pm. If able, it will be at the new building at Lake Waconia Regional Park. Otherwise, it will be at Public Works.**

13) Adjourn

- a. Motion to adjourn at 9:18pm made by M. Johnson, Seconded by C. Kobilarcsik; Passed 6-0**

CARVER COUNTY



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks & Recreation Director
FROM: Sam Pertz, Parks & Trails Supervisor
SUBJECT: Special Event Use Permit Request: T-Road Tavern, Joe Lemmerman "October Fest"
DATE: October 6, 2023

This memorandum outlines the pertinent details for review and recommendation for issuance of a Special Event Use Permit to T-Road Tavern, owned by Joe Lemmerman. The permit would authorize a special event to occur on a portion of the Dakota Rail Regional Trail owned by Carver County.

T-Road Tavern, Joe Lemmerman

- **Date:** Friday October 20 & Saturday October 21, 2023
- **Location:** New Germany trailhead area of the Dakota Rail Regional Trail corridor. See site map provided.
- **Event:** Social community event to include: live music and dancing, bar service (alcohol consumption), food, kids activities, vendors/business outreach booths, overnight camping.
- **Attendance:** Undetermined, year 1 of event. With nice weather, the event could see hundreds of people over the 2 days.
- **Impact on CCRRA Property:** Event will create a lot of congestion around the trailhead facility if attendance is strong. The permit will not allow any type of closure to the trail. The permit will require signage on both ends of the event area informing users of event congestion ahead. If attendance is strong there will be general disturbance to the grounds from foot traffic and vehicles.
- **Required Permit Items Obtained & Reviewed:** Yes – all required items have been provided to include the use permit issued by the City of New Germany as well as liquor liability coverage due to alcohol present on County property.
- **Significant Elements/Items of Attention:** Events of this type can be of greater risk exposure due to the consumption of alcohol and overall nature of the event. The County permit will reflect the requirements in the City CUP, which include event duration of 12pm – 10pm daily. Staff recommend the activity of camping with the limitations of: no campfires, limited to (20) groups; no use of generators; event coordinator must supply a portable restroom; quiet hours begin at 10pm.
- **Permit Fees:** Applicable fees per the 2023 County Fee Schedule special event use permit application.
- **Years with County Issued Use Permit:** First year of event.
- **Staff Notes:** Any large-scale event that involves alcohol and entertainment has a potential to be higher risk. Between the requirements set by the City of New Germany CUP, County special event user permit, and the liquor liability coverage that is in place, proper risk mitigation has been applied.

Recommendation: It is requested that the Park Commission recommend issuance of a Special Event Use Permit to T-Road Tavern, Joe Lemmerman for the 2023 October Fest event to the County Board.

CARVER COUNTY



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks & Recreation Director
FROM: Sam Pertz, Parks & Trails Supervisor
SUBJECT: Facility Agreement, Event Space at Paradise Commons
DATE: September 7, 2023

With the operations plan for the new park facility at Lake Waconia Regional Park being vetted through the County Board, staff are preparing materials to be used when working with the customer as we move closer to accepting reservations.

Included with this memo is the current draft of the facility agreement for the event room. This information will be public facing and with all reservations the renter will not only be provided this information, but will be required to sign the document to fully complete the reservation process. This tool will be reviewed and enhanced over the coming months & years as the Department gains both internal information (working with the renter and refining our operations), but also externally as continued learning occurs in seeing how other agencies approach facilities similar to this one.

So that Commission members are fully aware of how the space is intended to be used, what responsibilities are the County's vs. Renter's, what requirements are involved with alcohol, how the customer coordinates with food trucks/caterers, and many other details, staff are running this information through the Commission and in an informal format, the County Board.

The work session meeting with the County Board provided solid direction for staff to pursue a couple additional fees in the areas of specialty events and a fee designed to attract nonprofit groups. Staff recommend \$800 and \$150 respectively, to be added to the 2024 fee schedule.

Summary of Key Items: A more comprehensive review of this information will be provided at the meeting.

- Hours of operation are 9am – 10pm.
 - Rental fees are based off 6 hours. Use beyond is at additional hourly rate.
 - Use beyond 10pm will not be granted.
- Reservations will be limited to (80) people or less – no exceptions.
- Alcohol is allowed in compliance with Park Ordinance.
 - Beer and wine acceptable (no glass containers).
 - Hard alcohol and/or bar element involved in event requires a bar tending service.
 - Liquor liability of \$3M required – no exceptions.
 - No DIY bar tending, must coordinate with a service provider.
- Security is not automatically required for events.
- Payment in full is required for reserving a date.

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2024 Fee	Option	Days	Hours
\$800.00	Specialty Event	All days	6 hours max
\$600.00	Standard Event - Weekend	Friday – Sunday & Holidays	6 hours max
\$500.00	Standard Event – Weekend Off Season	Friday – Sunday & Holidays November – March	6 hours max
\$400.00	Standard Event - Weekday	Monday – Thursday	6 hours max
\$300.00	Standard Event – Weekday Off Season	Monday – Thursday November – March	6 hours max
\$150.00	Business Event	Monday – Thursday 9am – 4pm	3 hours max
\$150.00	Nonprofit Event	Monday – Thursday 9am – 6pm	3 hours max
Additional Fees			
\$100.00	Outdoor Firepit with 3 bundles of wood		
\$40.00	Additional fee per hour beyond base		
\$8.00	Reservation Fee		
\$x.00	Modification Fee (see schedule below)		
\$300.00	Damage Deposit		

- Events that involve 3 or more vendors/service providers (ex. Caterer, food trucks, décor, tent/seating, entertainment, bar services etc.) will be processed as a specialty event.
- The renter is responsible for all coordination & communication with vendors/service providers that are involved in their event – Park staff will work strictly with the customer to resolve issues.
- Reservations will be accepted up to (12) months in advance to the desired event date.
 - 21 days is the minimum advance notice for reasons of staff scheduling.
 - 30 days is the minimum duration in advance to the event date that items of liability insurance, licensing, other permitting requirements etc. need to be provided to the Parks Department for a specialty event.
- General liability insurance will be required for any vendor/service provider involved in a reservation.
 - \$3M limits will be requested – if vendor doesn't have that level of coverage the customer will be asked to request the vendor to increase their limits. If this isn't feasible, acceptance of less coverage will be approved on a case-by-case basis by the Public Works Division Director.
- A Park Service Attendant will be staffed at all events that occur outside of park office hours.
 - Their primary role is supporting the renter with proper use of the facility. Their role is not to support the actual event functions.

Room Naming

The County Board has officially selected the name 'Paradise Commons' for the overall building. This name was one of the names recommended by the Park Commission at the August meeting. There is a need to more specifically and uniquely name the reservable spaces within the building. Options for consideration are:

(80) Person Event Room:

- Sun Room (Sunroom) (entire space)
 - Sun Set (Sunset) Room (west or beach side)
 - Sun Rise (Sunrise) Room (east or sledding hill side)
- *Two names are needed for this room as when the room is partitioned it could be rented to two unique groups. When the room is reserved at large, it would be referenced as the Sun Room in this example.

CARVER COUNTY

- Island Room (entire space)
 - Island Room A
 - Island Room B

Beach Side Covered Pavilion Area:

- Water's Edge Pavilion
- Fisherman's Pavilion
- Beachside Pavilion

Recommendation: It is requested that the Park Commission make a recommendation on the facility agreement, additional fees, and reservable spaces naming to the County Board. Staff intend to inform the Board of this information informally, to include any recommendations of the Park Commission.



CARVER COUNTY



Paradise Commons Event Room Facility Agreement

8179 Paradise Lane
Waconia, MN 55387

Paradise Commons at Lake Waconia Regional Park was constructed in 2023 as a new public park facility for use as a formal or informal reservation site and as a gathering place for park users. It offers indoor and outdoor pavilion seating, an event room available for reservation, public restrooms and changing rooms, a hub for equipment and game rentals, and a parks information office

Reservable Space

- Event Room
 - Indoors: 40' x 40' room
 - Capacity: 80 (no exceptions)
 - Tables & Chairs (indoor use only)
 - (4) 8' x 30" Rectangular Tables (seats 8)
 - (2) 6' x 30" Rectangular Tables (seats 6)
 - (6) 5' Round Tables (seats 8)
 - (80) Chairs
 - (3) 1 Highchair / 2 Boosters
 - Access to the Sunrise Pavilion with 8 tables (approx. 64 seats)
 - Access to rock-surfaced outdoor area
 - Access to outdoor green space
 - Picture windows showing beautiful Lake Waconia
 - Service road for unloading or food truck parking
 - Access to private indoor restrooms & personal care room
 - Kitchen (fridge/freezer, stove/oven, microwave, commercial coffee maker)
 - Serving window and counter
 - A/V equipment (podium, projector, 13' screen, speaker, & mic)
 - Video conferencing is available. The renter is responsible to bring any devices and cords.
 - Coat closets
 - Air Conditioning / Heating
 - Wi-Fi

Reservation Fees

2024 Fee	Option	Days	Hours
\$800.00	Specialty Event	All days	6 hours max
\$600.00	Standard Event - Weekend	Friday – Sunday & Holidays	6 hours max
\$500.00	Standard Event – Weekend Off Season	Friday – Sunday & Holidays November – March	6 hours max
\$400.00	Standard Event - Weekday	Monday – Thursday	6 hours max
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\$150.00	Business Event	Monday – Thursday 9am – 4pm	3 hours max
\$150.00	Nonprofit Event	Monday – Thursday 9am – 6pm	3 hours max
Additional Fees			
\$100.00	Outdoor Firepit with 3 bundles of wood		
\$40.00	Additional fee per hour beyond base		
\$8.00	Reservation Fee (Non-refundable)		
\$x.00	Modification Fee (see schedule below)		
\$300.00	Damage Deposit		

Reservation Guidelines

- A reservation is required for facility use.
- A Specialty Event includes at least 3 of the following: Large Tent, Bartending Service, Vendor, Caterer, Entertainment, Booth/Admission Fee, Item Sales, etc.
- A Business Event is typically a short duration meeting with no vendors, caterers, etc.
- Nonprofit groups are organized groups such as churches, schools, scouts, etc. Documentation will be requested to verify status.
- Reservation hours are 9:00am - 10:00pm. Events must begin and end at the times requested. Everyone must vacate the park by 10pm. Please note the gate leading into the park locks at 10pm.
- Payment in full at the time of reservation is required prior to a reservation being confirmed. If changes are made to your event after the initial payment, additional charges may apply.
- Facility showings can be accommodated via appointment or during office hours. It is required to visit the facility prior to your reservation.
- Reservations may be requested up to 12 months in advance, with at least 21 days' notice.
 - Reservations made in the year prior to the event date are subject to possible rate changes per the County fee schedule for that respective year.
- Annual blackout days will be July 1-5 & December 22-26. Additionally, all Carver County recognized holidays are not available for rentals. Inquiries within these dates may be made with Parks Staff.

- The facility may not be used for overnight events.
- The damage deposit will be returned to the renter after the rental has occurred and assessment of the facility has been performed by Parks staff. Excessive cleaning or damages will result in additional charges.
 - The liability of the renter shall not be limited to the amount of the damage deposit and shall extend to any damage or cleaning costs incurred as a result of the acts of any guests of the event sponsored by the renter.
- The renter will be charged for any time over the stated time on the reservation. These fees will be taken from the damage deposit.
- No pets are allowed into the facility, except for service animals with County permission.
- If assembling a tent, work with Park Staff to determine a proper location. A 'Temporary Structure Permit' will be required by the City of Waconia.
- The renter does not have exclusive use of the park.
- Music is allowed during a rental inside the Event Room and must be family friendly.
- Smoking or cannabis use is not allowed in or within 25 feet of the building.
- The renter is responsible for coordination of any/all required items (insurance documents, licenses, payments, service agreements etc.) involved with their event. County staff will not be working with vendors/service providers directly, but will work with the renter to resolve items.

Cancellations / Modifications

- Any changes to the time frame of your reservation must be made at least 21 days prior to the event date.
- Modifications (date changes) will incur a partial rental charge:
 - Modifications made 9+ months prior to event: 0% charge
 - Modifications made 6-9 months prior to event: 25% charge
 - Modifications made 3-6 months prior to event: 50% charge
 - Modifications made 1-3 months prior to event: 75% charge
 - Modifications made 30 or fewer days prior to event: 100% charge
- Any renter requested cancellations will follow the Department cancellation & refund schedule as it pertains to this facility. Cancellations must be requested in writing.
 - Cancellations made 9+ months prior to event: 100% refund
 - Cancellations made 6-9 months prior to event: 75% refund
 - Cancellations made 3-6 months prior to event: 50% refund
 - Cancellations made 1-3 months prior to event: 25% refund
 - Cancellations made 30 or fewer days prior to event: No refund issued
- Cancellations/Modifications are not allowed due to inclement weather.
- Under certain conditions, the County may be forced to cancel a rental. Possible reasons may include, but are not limited to, a declared state of emergency, unsafe environmental or health conditions, or interrupted utility services. In such an event, the renter agrees that the County shall not have responsibility for anything the renter may incur due to a cancellation. The County will attempt to notify the renter as soon as possible if a cancellation occurs. All fees paid to the County by the renter shall be refunded to the renter if the reservation is cancelled by the County for any of the above reasons.

Food, Alcohol, & Vendor Requirements

- Renters, not Parks Department Staff, are required to complete all coordination steps with any outside vendors. County staff must review and grant approval on all documents.
- Beer and wine are allowed. Glass containers and containers of large volume (ex. kegs) are not allowed in accordance with Park Ordinance.
- Reservations involving hard alcohol require a bar service/vendor.
 - Bartenders must be provided through a bartending service provider
 - Bar services must end 30 minutes prior to the event end time
- Reservations that involve a bar service are required to meet the County requirements for Liquor Liability. (see guidelines below)
- Some reservations may require event security at the renter's expense.
- All vendors must provide a Certificate of Insurance meeting the County's requirements.
 - Liquor Liability (bartending services)
 - General Liability (any outside vendor/service provider)
- All food vendors must provide their State/City issued Food License.
- Food trucks are allowed, with meeting the above criterion.
 - Food truck location(s) will be determined and described to the renter by Parks Department Staff
- All food vendors/caterers are responsible for:
 - Providing a Certificate of Insurance and Food License to the customer
 - Preparing all food items within their own premises
 - Removing all non-disposable items that are brought into the facility
 - Emptying all trash bins from the kitchen area and placing bags into dumpsters
 - Cleaning of counters, emptying fridge, removing all leftovers & supplies

Liability Insurance Requirements

- All vendors used for a facility reservation must have the County's standard general liability insurance levels.
- If General Liability insurance levels are less than the limits shown below, an Excess or Umbrella Policy would be required to make up for the shortfall.
- The Certificate of Insurance must list Carver County as an Additional Insured for any/all dates where service provider is on County property. If Umbrella and/or Excess coverage is carried on the policy, the Certificate of Insurance must indicate Carver County as an additional insured and it must state that the "umbrella/excess coverage follows form."
- List the Certificate Holder as: Carver County; 11360 Highway 212 West, Suite 2; Cologne, MN 55322.
- All documents must be approved by Parks Staff at least 30 days prior to the event. Please allow ample time to request these documents.
- **General Liability** Insurance limit requirements are:
 - \$3,000,000 Aggregate
 - \$3,000,000 Products and Completed Operations Aggregate
 - \$1,500,000 Personal Injury and Advertising Injury

- \$1,500,000 Each Occurrence
- \$100,000 Fire Damage Limit
- \$5,000 Medical Expense
- **Liquor Liability** Insurance limit requirements, with no exceptions, are:
 - \$3,000,000 General Aggregate
 - \$1,500,000 Each Occurrence
 - If a bartending provider does not have these limits, please ask them to provide a quote to obtain them. If your desired provider does/can not meet these requirements, please contact Parks Staff for other suggestions.

Event Day Renter Responsibilities

- Check in with Attendant
- Decorate without using nails, staples, tacks, glass items, etc. Only painter's tape may be used.
- Set up tables & chairs
- Place all trash & recycling in proper containers (liquids should be poured into the sink)
- Remove all trash bags from containers at the end of the event and place them in dumpsters
- Remove all personal items & decorations
- Wipe clean counters, tables, & chairs
- Stack chairs/fold tables and return them to the storage room
- Sweep floors inside event room & kitchen
- Check out with Attendant
- Vacate the building and Park no later than 10pm

Event Day Carver County Attendant Responsibilities

- Grant access to facility at the start time of the reservation
- Assist with table arrangements
- Assist with using A/V equipment
- Assist with removal of trash/recycling bags
- Keep entry & sidewalks clear of debris and snow
- Replenish janitorial supplies as needed
- Monitor security cameras
- Answer general park and facility questions
- Ensure bar services end 30 minutes prior to the event end time
- Ensure the renter properly cleans after a reservation

Notice of Responsibility/Liability

Carver County staff shall have complete authority over the facility, all equipment, participants, and activities, including the authority to request changes or cessation of activities. The contracted renter must be present during the entire rental period and must be available for questions, comments, and concerns from staff.

- No illegal drugs, firearms, or weapons will be permitted on the premises.
- Children must be directly supervised by an adult 18 years or older.

The County is not responsible for the conduct of persons participating in events held at the facility. It is your responsibility as the renter of the facility and the sponsor of the event to see to it that the participants use the facility in a safe and reasonable manner and obey all laws and ordinances.

Likewise, the County is not responsible for the conduct of any persons or businesses hired by you to work at the event, including, but not limited to, food caterers, decorators, and/or entertainers hired to service the event. The renter shall take complete responsibility for the conduct of its group or others present during the rental period, and agree to compensate the County for all damages to the facility, equipment, or other property owned by the County incurred during the rental period. Furthermore, the renter assumes all liability for any personal injuries, including death, caused at the scheduled event.

Additionally, all claims that arise or may arise against the "Renter", its agents, servants, or employees because of any act or omission on the part of the "Renter" or its agents, servants or employees while engaged in the performance of the reservation shall in no way be the obligation or responsibility of the County. The "Renter" agrees it will defend, indemnify, and hold harmless the County, its officers, and employees against any and all liability, loss, costs, damages, consequential damages, expenses, claims or action including attorney fees which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the "Renter" acts, omissions, performance or failure to adequately perform its obligations pursuant to this reservation.

I hereby grant Carver County Parks and to its employees, agents and assigns the right to photograph my guests and use the photo and or other digital reproduction of him/her or other reproduction of his/her physical likeness for publication processes, whether electronic, print, digital or electronic publishing via the Internet.

Renter

Date

Carver County Representative

Date



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Park Commissioners
FROM: Martin Walsh, Parks and Recreation Director
SUBJECT: Creating Mementos for the Waconia Event Center
DATE: September 26, 2023

The Park Commission is requested to review a proposal for creating mementos for the Waconia Event Center. The proposal is to use a portion of the dance floor and make into small pieces as memorabilia from the ballroom as a way commemorating its history.

These mementos can be shared/given out to those who may have a particular connection with the building such as Board Members, Staff, or for Board Members to pass out to others in the community that might want a memento from the ballroom.

Each memento would have some text placed on the flooring sections, commemorating the history of what has taken place at the Event Center.

The proposed text is listed below:

The Last Dance

This piece of the dance floor is a memento to honor the history, memories, and laughter that filled the Waconia Event Center and our hearts.

Ballrooms have had a place in Waconia for over 90 years. Remember when the Paradise nightclub opened in 1933? Other names included The Paradise Ballroom and Lakeside Ballroom. These types of venues played host to and music by The Monkeys, The Suburbs, and Lawrence Welk. Who can forget Chopper, Butch Automatic, and many others? Weddings, receptions, banquets, dances, volleyball matches, and vintage snowmobile events all took place here too.

As Paradise Commons is dedicated and Lake Waconia Regional Park further develops, we mark this moment where the future embraces the past; keeping Carver County a great place to live, work, and play.

Recommendation: It is requested that the Park Commission review the proposal to create mementos for the Waconia Event Center and to make a recommendation to the County Board.

CARVER COUNTY



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
FROM: Martin Walsh, Parks and Recreation Director
SUBJECT: Phase III Lake Waconia Development Plan
DATE: September 7, 2023

Consulting planning firm WSB has provided a preliminary plan for Phase III Development at Lake Waconia Regional Park for review. A graphic is attached for reference. The below highlights the primary elements of the proposed future development of the park. The plan will be reviewed in greater detail during the meeting.

Trails

Hwy 5 Trail from Main Park Entrance to Main Street Intersection: This trail connection follows the former TH 5 road alignment and is identified in green dots. The trail is unimproved, but a relatively level grade exists for this future trail. Bituminous surfacing is proposed.

Hwy 5 Trail from Co. Rd. 92 to Main Park Entrance: This trail connection is currently an aggregate surface and is identified with red dots. Bituminous surfacing is proposed.

Lakeside Loop Trail: This trail provides connections to the active use area of the park, area neighborhood, connects to the Hwy 5 Trail, and is identified with purple dots. Proposed surfacing is bituminous.

Circulating Trails/Walkways: Areas of the beach, playground, and new buildings are connected with walkways. Surfacing is likely to be a combination of concrete and bituminous.

Future Trails: South of the Hwy 5 Trail, in the conservation area of the park, trails are planned that provide an additional looping trail and a connection to an existing underpass at TH 5.

Buildings

Shelters: A larger shelter is to be located on the west end of the existing parking lot. It would be proposed that this shelter be serviced with water and sewer to support additional flush toilet facilities. Volleyball courts are indicated nearby. Three other picnic shelters are conceptually indicated. One is just east of the new park building, another east of the parking lot, and one nearer the sledding hill.

Small shelters/shade structures: Meant for a few people are also shown at the playground and near the beach.

Event Building: Is ghosted in at the furthest easterly limits of proposed parking lot. Building size and if other services are to be delivered from the building have not been determined.

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Parking

Phase III Parking: An additional 103 parking stalls are indicated to service the park and new park building.

Future Parking: To service the Event Building, 124 stalls are indicated.

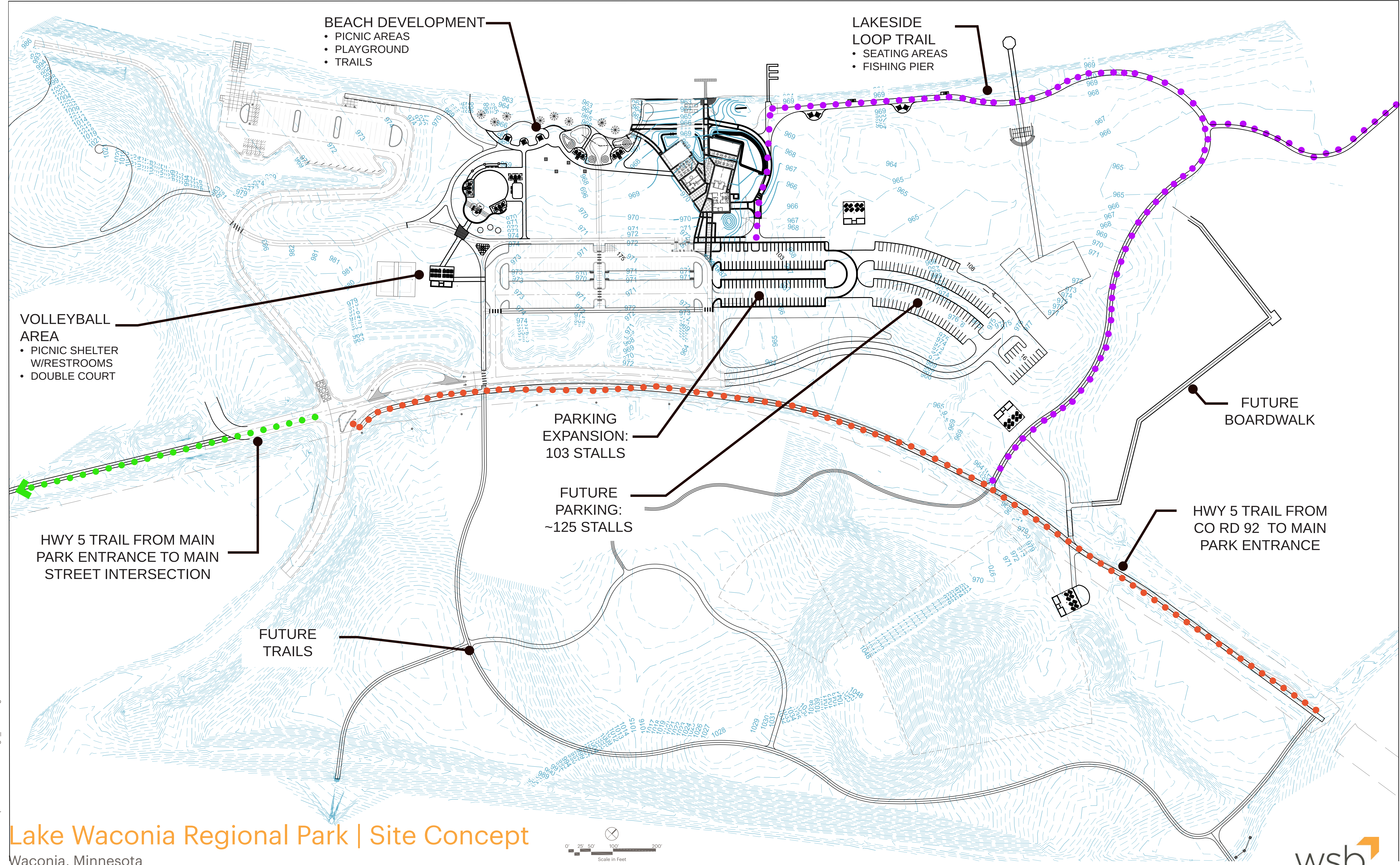
Playground

The playground is located west of the open lawn space, nearer the west end of the beach. The location of the playground has shifted slightly from the location indicated in the master plan. The shift accommodates a larger open lawn area and maintains visibility of the lake and Coney Island from the parking area.

Beach

The beach area would be slightly enlarged at its west end. The concept plan indicates some small berms as landscape features along with shade umbrellas. As shown, the plan would alter the existing trail alignment at the beach.

Recommendation: It is requested that the Park Commission review the proposed Phase III Development Plan and provide feedback on the plan.



Lake Waconia Regional Park | Site Concept

Waconia, Minnesota

June 21, 2023 | WSB Project number: 022377-000



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**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
FROM: Martin Walsh; Parks and Recreation Director
SUBJECT: Park Visioning
DATE: September 8, 2023

At the September 5th County Board meeting, I presented information updating them with information about our work with our consulting planner HKGI on park system planning. The project purpose is to:

- Develop a vision for the park and trail system
- Identify a preferred park service model
- Use the vision to guide investments
- Respond to current needs and trends
- Leverage the work to inform CIP and Comp Plan Updates

County park acreage data comparing Carver County with other metropolitan counties was provided along with our park and trail usage statistics over the last three years.

The project is also conducting a survey to obtain additional information from the public about their views on the parks and trails system. To date, over 460 responses have been provided. The survey concludes at the end of September and will be tabulated.

Questions presented to the County Board as a way of stimulating thought about our park system included:

1. What is the County's Role regarding.... ?
 - Parks
 - Trails
 - Programming
 - Natural Resource Conservation/Restoration/Preservation
 - Partnerships
2. What should the County's Park and Trail system look like in the year 2040?
3. How should we plan for future needs (growing population and users of the system)?
4. What type of park service model best represents where we want to be in the future?
5. How do we implement this model (funding, staffing, and partners)?

On Tuesday, September 12, 2023, the County Board, members of the Park Commission, Park Department Staff, County Administrator, Public Works Director, and Consulting planner will meet in a workshop setting to begin a dialogue on creating a long-term vision for the Parks and Trails System.

Attached is the September 5th presentation to the Board and September 12th meeting agenda.

CARVER COUNTY

CARVER COUNTY PARK SYSTEM PLANNING

Project Update
SEPTEMBER 5, 2023



CARVER
COUNTY
PARKS



CARVER COUNTY
PARK SYSTEM PLANNING

Project Purpose

- Develop a vision for the park and trail system
- Identify a preferred park service model
- Use the vision to guide investments
- Respond to current needs and trends
- Leverage the work to inform CIP and Comp Plan Updates (next round due 2028)

*This is a joint work session with the
Park Commission*



Project Purpose

The County is growing.

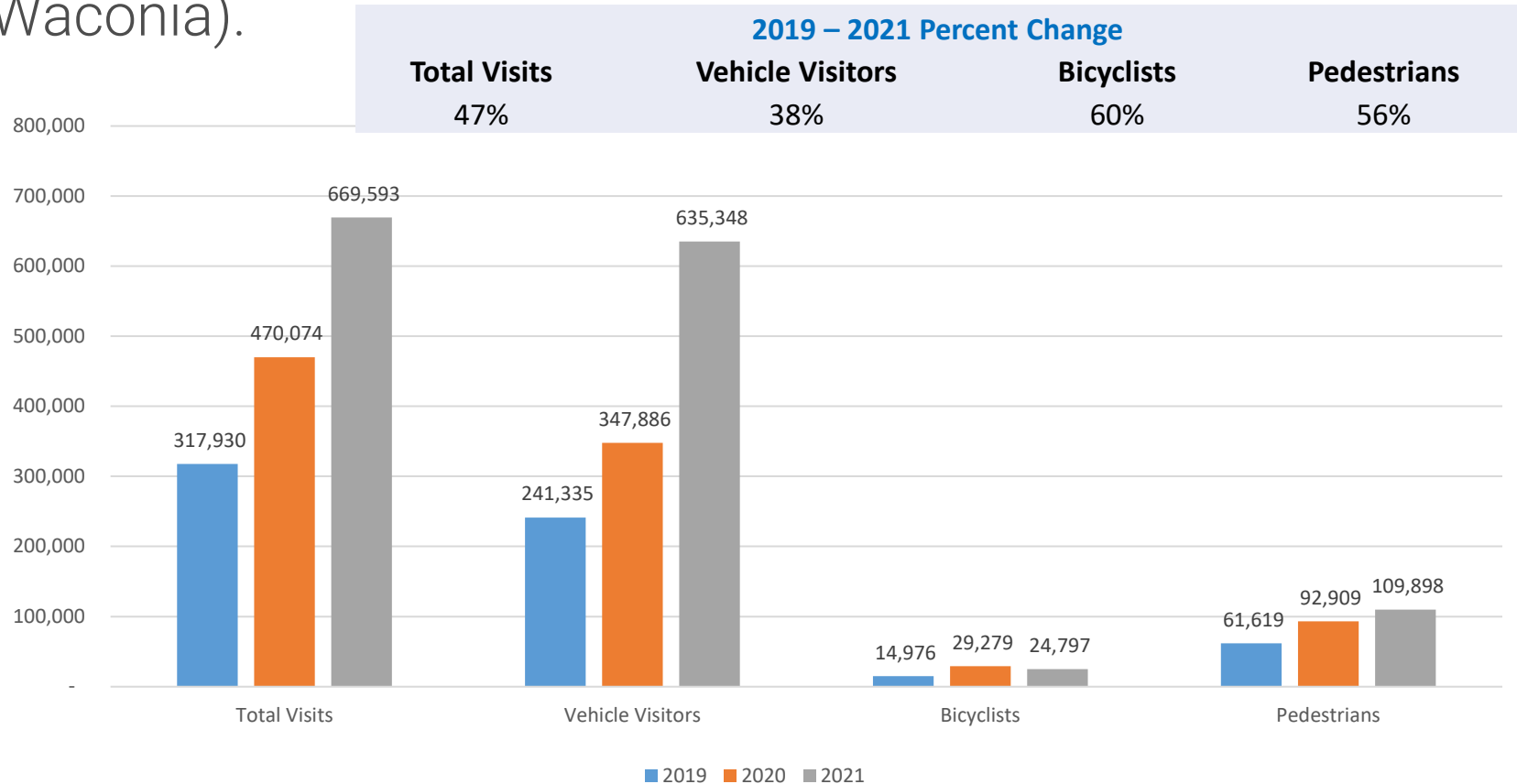
County	2022 Population	2022 - 2040 Projected Population Increase	Population Increase	County Park Acres	County Park Acres per 1,000
Carver	110,034	51,406	32%	716 (4,682 *)	6.51 (42.55 *)
Anoka	368,864	74,606	17%	11,500	31.18
Dakota	443,341	77,639	15%	6,020	13.58
Ramsey	536,413	66,827	11%	8,000	14.91
Scott	154,520	57,330	27%	4,200	27.18
Washington	275,912	65,418	2%	4,472	16.21
TRPD (Suburban Hennepin)	835,025	NA	NA	27,000	32.33

Standards suggest 9 to 13 acres of county park land per 1,000 people

** Includes Carver County Park Reserve*

Project Purpose

The number of county park visitors are increasing and has nearly doubled since 2019 (Baylor, Minnewashta, and Waconia).

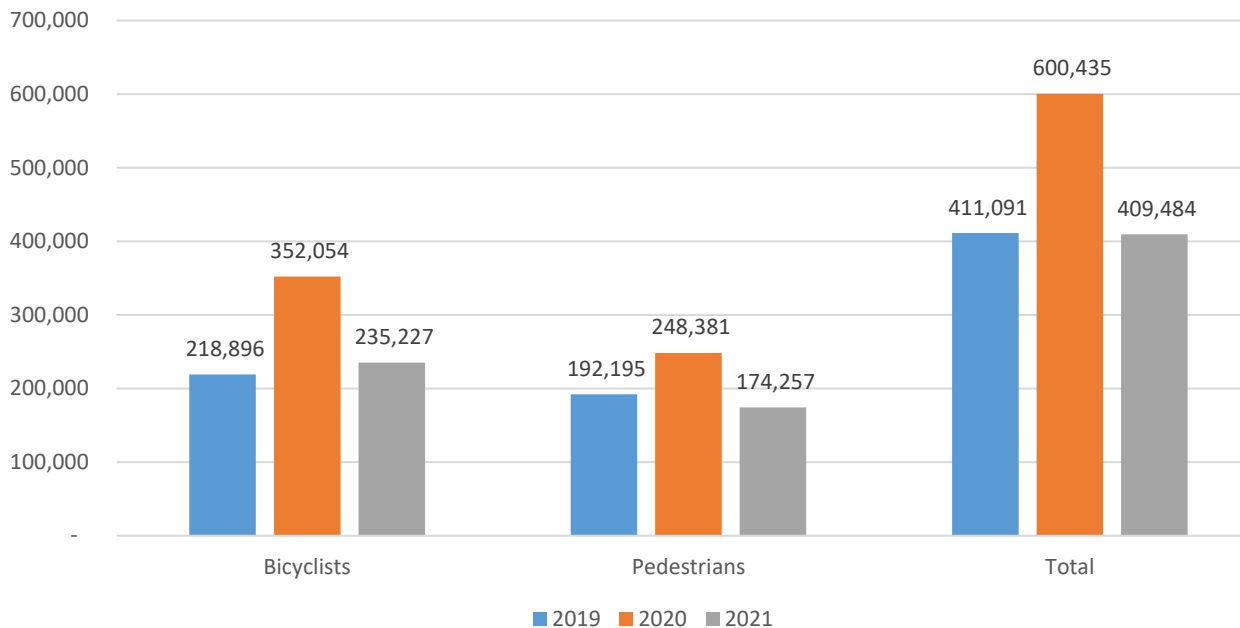


Source: Met Council & StreetLight

Project Purpose

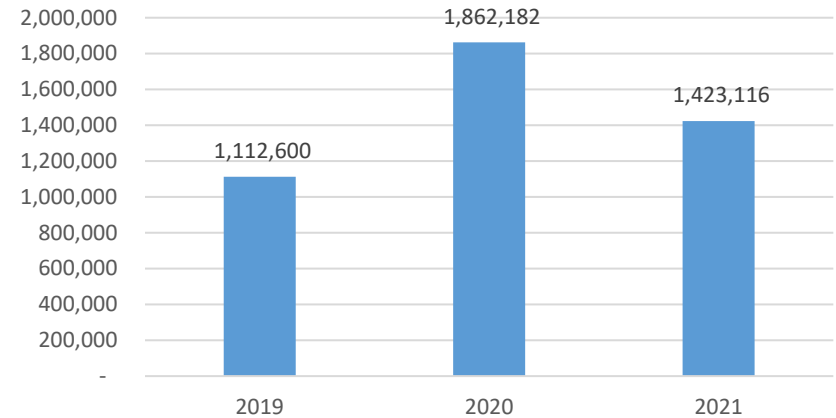
The number of trail users & number of miles traveled has increased.

Trail Users - Trips



Source: Met Council & StreetLight

Total Miles Traveled



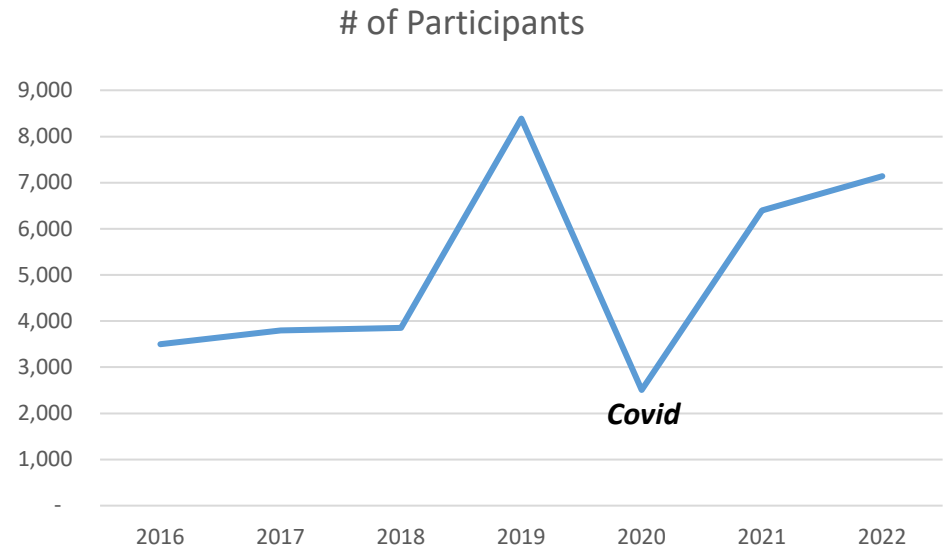
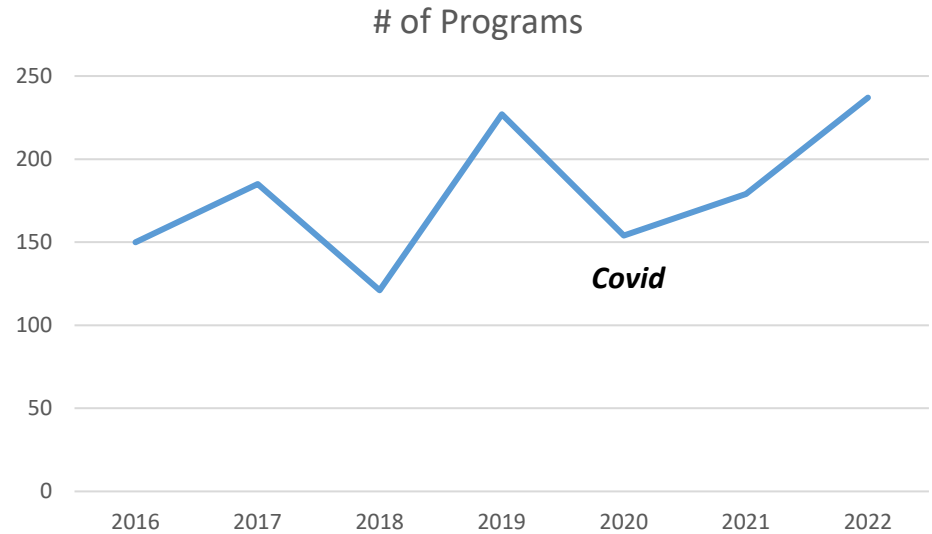
Trails Include

- Highway 5 Trail
- Minnesota River-Bluff
- Southwest Trail
- Dakota Rail Trail

Project Purpose

The number County programs and program users are increasing.

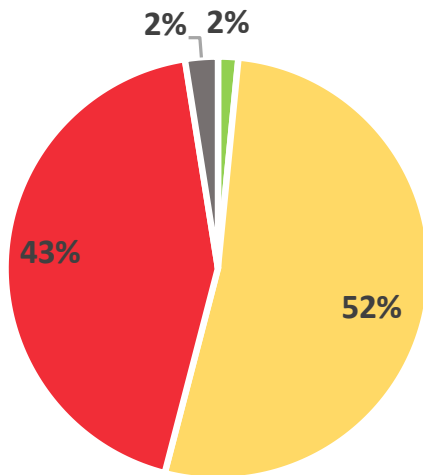
Survey responses have indicated a desire to see more programming.



Project Purpose

Assets are aging.

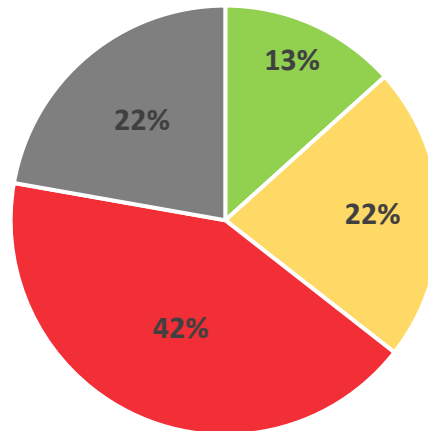
Furnishings(322)
benches, picnic tables,
grills, etc.



Examples of assets in poor or very poor condition include benches and picnic tables.



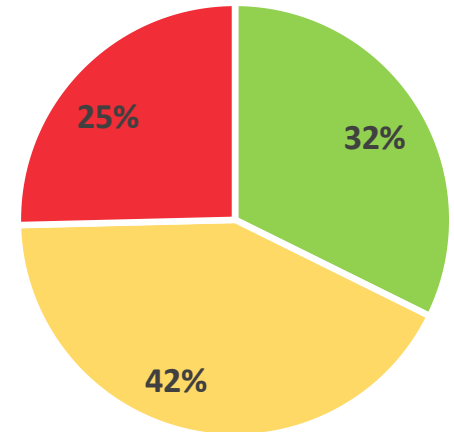
Structures (45) docks,
boardwalks, playgrounds,
etc.



Good: Examples of assets in good or fair condition include trailheads, vault toilets, restrooms, and docks.

Poor: Examples - poor or very poor condition include boardwalks and playgrounds.

Assets in the Open (128)
parking lots, playfieds,
beaches, camp sites, etc.



Good: Examples of assets in good or fair condition include the frisbee golf course and campsites. Trails are generally in good to fair condition based on their year of construction.

Poor: Examples of assets in poor condition include some parking lots and driveways (e.g., Lake Waconia Event Center).

Study Overview

We need to establish a strategic vision and service model to help plan/budget for the future.



Parks



Trails



Programming



Restoration/Conservation

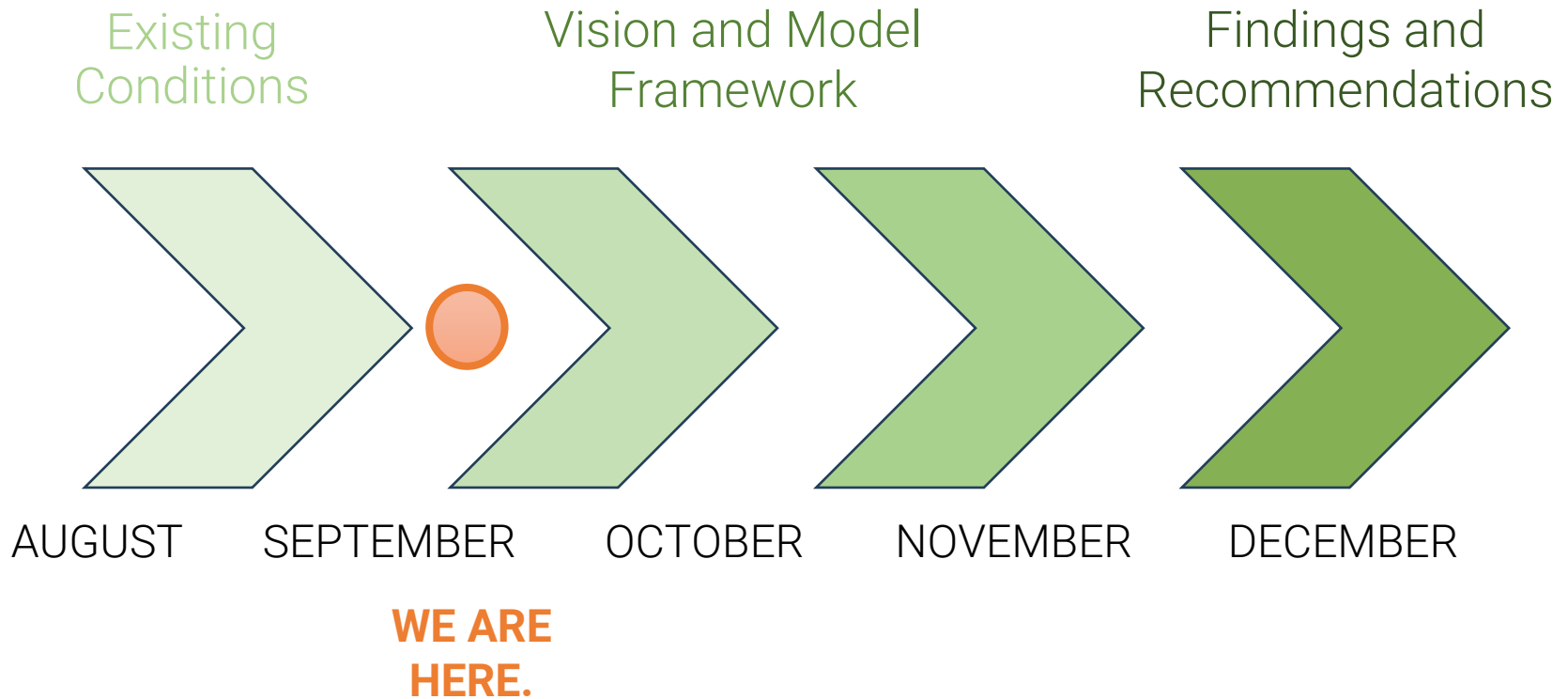


O&M



Expansion/Modernization

STUDY OVERVIEW

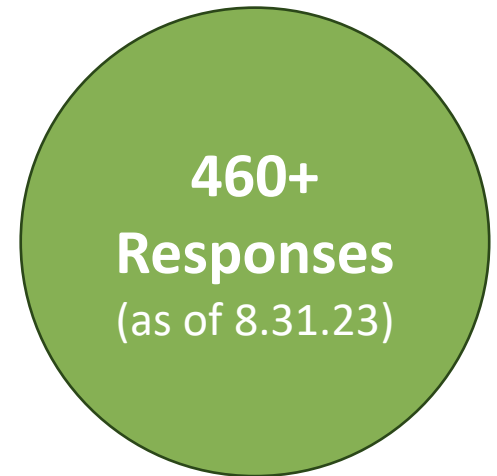


Community Engagement Recap

County Questionnaire

The questionnaire is being used to help better understand park user needs and their overall satisfaction of the system.

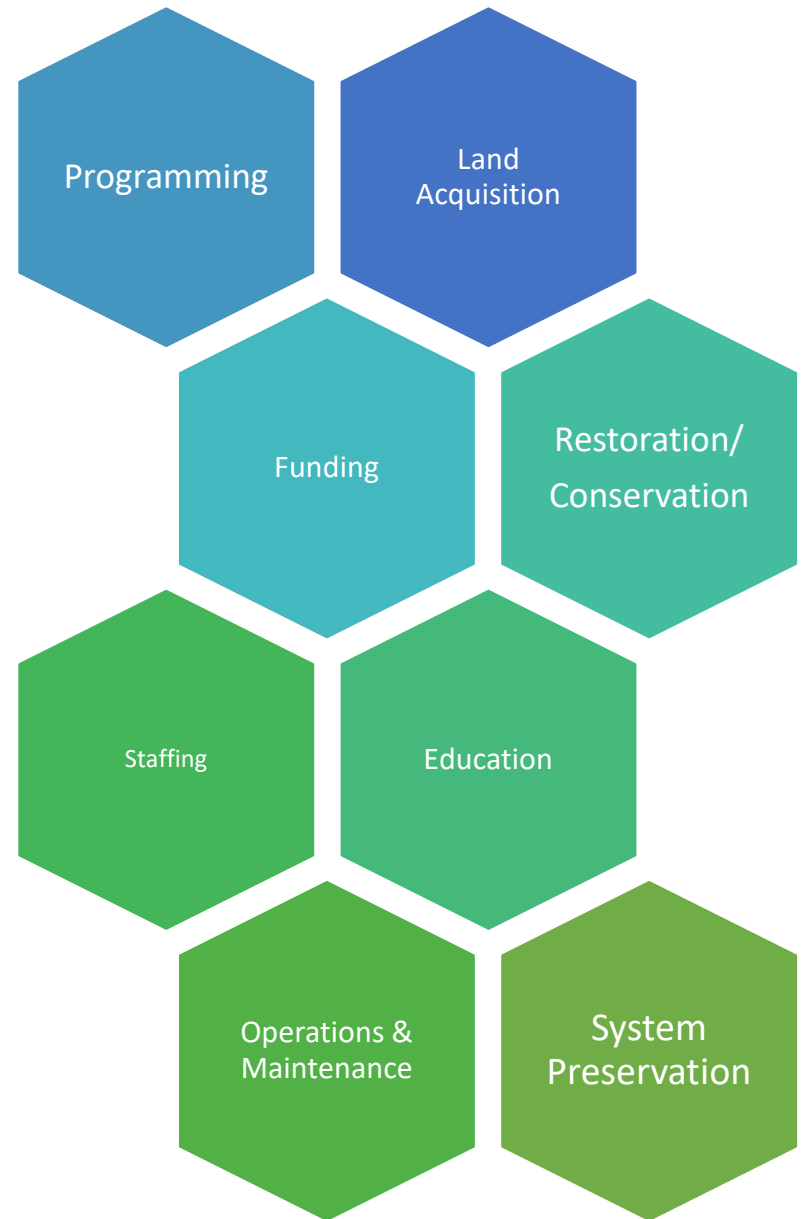
- Launched August 10 during the County Fair
- Promoted via social media and marketing materials posted at city halls, library's, senior centers, parks, trail heads, etc.
- End Date – September 29, 2023



Park Service Model

Precedents for discussion at the work session include:

- Anoka County
- Dakota County
- Scott County
- Three Rivers Parks District
- Washington County



September 12 Work Session

Agenda Items

- Participate in Visioning Exercises
- Review Existing Conditions
- Discuss Emerging Trends
- Review Precedent Examples – Service Models

Location

County Government Center
Board Room

8:30 a.m. to 11:30 a.m.

September 12 Work Session

Questions to Ponder

1. What is the County's Role regarding.... ?
 - Parks
 - Trails
 - Programming
 - Natural Resource Conservation/Restoration/Preservation
 - Partnerships
2. What should the County's Park and Trail system look like in the year 2040?
3. How should we plan for future needs (growing population and users of the system)?
4. What type of park service model best represents where we want to be in the future?
5. How do we implement this model (funding, staffing, and partners)?



**CARVER
COUNTY**

minnesota

Carver County Board/Park Commission Joint Work Session

September 12, 2023

8:30 a.m. – 11:30 a.m.

County Board Room

1. Welcome & Introductions (15 minutes)

2. Visioning Exercise #1 (15 minutes)

3. Study Overview (15 minutes)

- a. Project Goals
- b. Process and Schedule
- c. Community Engagement Recap and Preliminary Findings

4. The Role Parks Play (15 minutes)

- a. General Purpose & the County's Role
- b. Economic Benefits
- c. Emerging Trends

5. Carver County's System (15 Minutes)

- a. Existing Vision and Past Plans
- b. System Needs (Asset Mgmt. Recap)
- c. Service Analysis
 - i. Types of Parks & Trails
 - ii. County Gap Assessment

6. Break (15 minutes)

7. Service Models (30 minutes)

- a. Present Precedent Examples - Case Studies
 - i. Anoka County
 - ii. Dakota County
 - iii. Stearns County
 - iv. Three Rivers Park District
 - v. Olmsted County
- b. Takeaways

8. Visioning Exercise #2 (60 minutes)

- a. Present and discuss visioning results from Exercise #1
- b. Discuss how the County will achieve its vision.
 - i. What are your priorities?
 - ii. What type of funding tools are you willing to explore?
 - iii. What are the obstacles in achieving a new vision?

9. Next Steps

David Hemze
County Administrator