



Parks & Recreation Commission Meeting

Wednesday, May 8, 2024

Baylor Regional Park

10775 County Road 33

Norwood Young America, MN 55397

5:30 pm Tour at Baylor RP & DRRT

7:00 pm Regular Meeting

AGENDA

- 1) Call to Order (7:00 p.m.)**
- 2) Roll Call (7:00 p.m.)**
- 3) Approval of Agenda (7:02 p.m.)**
- 4) Approval of the April 10, 2024, Regular Meeting Minutes (7:05 p.m.)**
- 5) Commissioner Liaison Report (7:05 p.m.)**
- 6) Open to the Public (7:10 p.m.)**
- 7) Consent Agenda (7:15 p.m.)**
 - a. Special Use Permits: 4th of July Fireworks at Lake Waconia RP & Lake Minnewashta RP
- 8) New Business (7:20 p.m.)**
 - a. Lake Minnewashta RP Playground Recommendation (Materials to be Provided at Meeting)
- 9) Informational (7:30)**
 - a. Liability Insurance Requirements
- 10) Staff Reports (7:45 p.m.)**
 - a. General Operations & Recreation Services
 - b. Maintenance and Natural Resources Operations
 - c. Administrative Update
 - i. Park Ordinance Pertaining to Cannabis
 - ii. Lake Minnewashta RP Natural Resources Management Plan and Application to the Lessard Sams Outdoor Heritage Council
 - iii. Acquisition of a segment of the Lake Minnetonka Regional Trail
- 11) Commission Member Reports (8:10 p.m.)**
- 12) Next Meeting Dates (8:15 p.m.)**
 - a. June 12, 2024
 - i. Lake Waconia RP / Coney Island & CR10 Trailhead
 - b. July 10, 2024
 - i. MNRBRT: Merriam Junction & Circle the Brick
 - c. August 14, 2024
 - i. Lake Minnewashta RP
 1. Playground & EAB Management Area
- 13) Adjourn (8:20 p.m.)**

CARVER COUNTY



Upcoming Events and Activities

6/18/24: Coney Island Monument Recognition

6/21/24: Paradise Commons Grand Opening & Community Celebration (Paradise Beach Bash)



CARVER COUNTY



Parks & Recreation Commission Meeting

Wednesday, April 10, 2024

Lake Minnewashta Regional Park - Shop

6900 Hazeltine Blvd

Chanhassen, MN 55331

5:30 pm Tour

7:00 pm Regular Meeting

MINUTES

- 1) Call to Order (7:00 p.m.)
 - a. M. Johnson called the meeting to order at 7:00pm.
- 2) Roll Call (7:05 p.m.)
 - a. Present: Christine Fenner, Makiza Johnson, Scott Knight, Mark Lagergren, and Reid Welch
 - b. Absent: Jenn Brewington & Jon Thom
 - c. Staff: Tim Lynch, Marty Walsh, Sam Pertz, Jake Sandvig, & Hope Mack
- 3) Approval of Agenda (7:05 p.m.)
 - a. Motion to approve the agenda made by R. Welch, Seconded by S. Knight; Passed 5-0
- 4) Approval of the March 13, 2024, Regular Meeting Minutes (7:05 p.m.)
 - a. Motion to approve the minutes made by S. Knight, Seconded by R. Welch; Passed 5-0
- 5) Commissioner Liaison Report (7:05 p.m.)
 - a. Commissioner Lynch stated that it is helpful to understand the effects of EAB by seeing the grounds in person and that the County has not received any comments from the public regarding the beaches not being guarded anymore.
- 6) Open to the Public (7:10 p.m.)
 - a. Scott Lasik addressed the commission to inform them of an 'Augmented Automated Education System' device the lake association desires to install in 2025 on a 1-month trial period at the Lake Minnewashta RP boat launch. It would cost about \$400, be solar powered, and inform the watercraft user of best practices to protect the lake from invasive species and weeds.
- 7) Consent Agenda (7:15 p.m.)
 - a. Special Use Permit: Car Shows
 - b. Special Use Permit: Walk on Waconia
 - i. Motion to approve the special use permits made by R. Welch, Seconded by M. Lagergren; Passed 5-0
- 8) New Business (7:30 p.m.)
 - a. Special Use Permit: RibFest
 - i. The main date for this event is 8/10/24 with multiple additional dates that could be added.
 1. Motion to approve made by R. Welch, Seconded by C. Fenner; Passed 5-0
 - b. Lake Minnewashta Regional Park Playground Color Selection
 - i. The commission reviewed the choices again.

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1. Motion to select option 2 made by M. Johnson, Seconded by S. Knight; Passed 5-0

9) Informational (7:45)

- a. Historical Interpretive Signage at Paradise Commons
 - i. S. Pertz shared the 4 panel designs and obtained feedback on them. He worked with the Waconia Historical Society and Waconia Heritage Association on the content. The goal is to have them installed by 6/1/24.

10) Staff Reports (7:55 p.m.)

- a. General Operations & Recreation Services
 - i. S. Pertz reported that we are receiving grant funds and intend to purchase a portable rock wall with them.
- b. Maintenance and Natural Resources Operations
 - i. J. Sandvig reported that we are finalizing the Natural Resources Management Plan with RES, there will be a controlled burn at Baylor RP, docks and watercraft racks will be installed soon, the campground opens on 5/10, and that construction on the Boardwalk will begin soon.
- c. Administrative Update
 - i. M Walsh reported that the Lake Minnewashta RP playground has gone out for bids, shared a draft of the cannabis ordinance that the County Board is reviewing, and stated that the CIP plan has gone to the County Board for review, and we are working with the contractor to identify and prioritize projects.

11) Commission Member Reports (8:10 p.m.)

- a. C. Fenner said that the Waconia Chamber lunch at the Sun Room was wonderful.
- b. M. Lagergren reported that the Maple Syrup Festival was well done, and he noticed many eastern Carver County residents had attended.

12) Next Meeting Date (8:15 p.m.)

- a. May 8, 2024
- b. Baylor Regional Park & DRRT

13) Adjourn (8:20 p.m.)

- a. Motion to adjourn at 8:15pm made by M. Johnson, Seconded by R. Welch; Passed 5-0



MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks & Recreation Director
FROM: Sam Pertz, Parks & Trails Supervisor
SUBJECT: Special Event Use Permits – 4th of July Firework Displays 2024
DATE: May 1, 2024

This memorandum outlines the pertinent details for review and consideration to recommend the issuance of use permits for the special events which are publicly requested to occur in the Regional Park & Trail areas operated by Carver County.

Waconia Chamber of Commerce

- **Date:** Thursday, July 4th, 2024 (Friday, July 5th rain date)
- **Location:** Lake Waconia Regional Park, Waconia
- **Type of Event:** Professional Pyrotechnic Firework Display
- **Attendance:** Historically, this event attracts 4,000+ spectators/park patrons throughout the day and during the display.
- **Who/Vendor:** Ryan Christianson, Lead pyrotechnician (Operator Certificate #00891)
- **Impact on Park System:** Display is planned to be launched from main park property - see site map. Also noted is a portion of the park that will be closed on the day of the event to maintain safe launch areas and fall-out zones.
- **Required Permit Items Obtained & Reviewed:** Work in progress - this item is knowingly brought to the Park Commission with an outstanding item (COI renewal provided in May) to allow for appropriate time to complete further review and remaining items. As that work is completed, the permit would be advanced to the County Board as a complete request.
- **Significant Elements/Items of Attention:** Launching a commercial firework display in park boundaries. Use of fireworks is not authorized per park ordinance 91.05 and requires a use permit authorized by the County Board. Additionally, a level of risk in terms of potential damage to park property/grounds is assumed with this event. Possible brush/debris fires can result from professional firework displays.
- **Permit Fees:** There are no fees issued for this event as professional firework displays are exempt in the 2024 County Fee Schedule.
- **Permit History:** 13+ years
- **Staff Notes:** No prior issues or concerns with event group. Display attracts & retains many daily visitors and is publicly appreciated. The Park Commission should be aware that vehicle traffic in and out of the park, especially after the event creates congestion. Staff will seek assistance from the Sheriff's Department for traffic control in and out of Paradise Lane. With an anticipated recommendation, the request would advance to the County Board on the June 4 agenda.

Lake Minnewashta Homeowners (Organized as KABOOM Inc.)

- **Date:** 9:30pm on Wednesday, July 3rd, 2024 (No alternative/rain date)
- **Location:** Lake Minnewashta Regional Park, Chanhassen
- **Type of Event:** Professional Pyrotechnic Firework Display
- **Attendance:** Historically staff have estimated this event participation at 2,500+ spectators/park patrons to utilize the park grounds for display observation. Most of the use occurs at the beach and surrounding picnic areas as well as around the Lakeview Shelter area.
- **Who/Vendor:** The event coordinator has contracted with RES Pyro, a professional pyrotechnic company from Belle Plaine.
- **Impact on Park System:** Display is launched from former boat access #2 within the park. This area of the park will be closed to all user groups on the 3rd in effort to support a safe event. See site map.
- **Required Permit Items Obtained & Reviewed:** The event coordinator has been working to submit all required materials. Outstanding items (at the time of this memo) is the City of Chanhassen Fire Department permit which is schedule for consideration of the City Council on May 13. Staff are working with the event coordinator to conclude these items in the coming weeks.
- **Significant Elements/Items of Attention:** Launching a commercial firework display in park boundaries. Use of fireworks is not authorized per park ordinance 91.05 and requires issuance of a use permit authorized by the County Board. Additionally, a level of risk in terms of potential damage to park property/grounds is assumed with this event. Possible brush/debris fires can result from professional firework displays.
- **Permit Fees:** There are no fees issued for this event as professional firework displays are exempt in the 2024 County Fee Schedule.
- **Permit History:** 14+ years
- **Staff Notes:** No prior issues with event group. Display attracts & retains many daily visitors and is publicly appreciated. With an anticipated recommendation, the request would advance to the County Board on the June 4 agenda.

Recommendation: It is requested that the Park Commission recommend approval of the Special Event Use Permits to the Waconia Chamber of Commerce and to Lake Minnewashta Homeowners (Kaboom Inc.) to the County Board contingent upon satisfying all required items that are outstanding.

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Lake Waconia Regional Park



**AREA CLOSED
DUE TO
FIREWORKS**

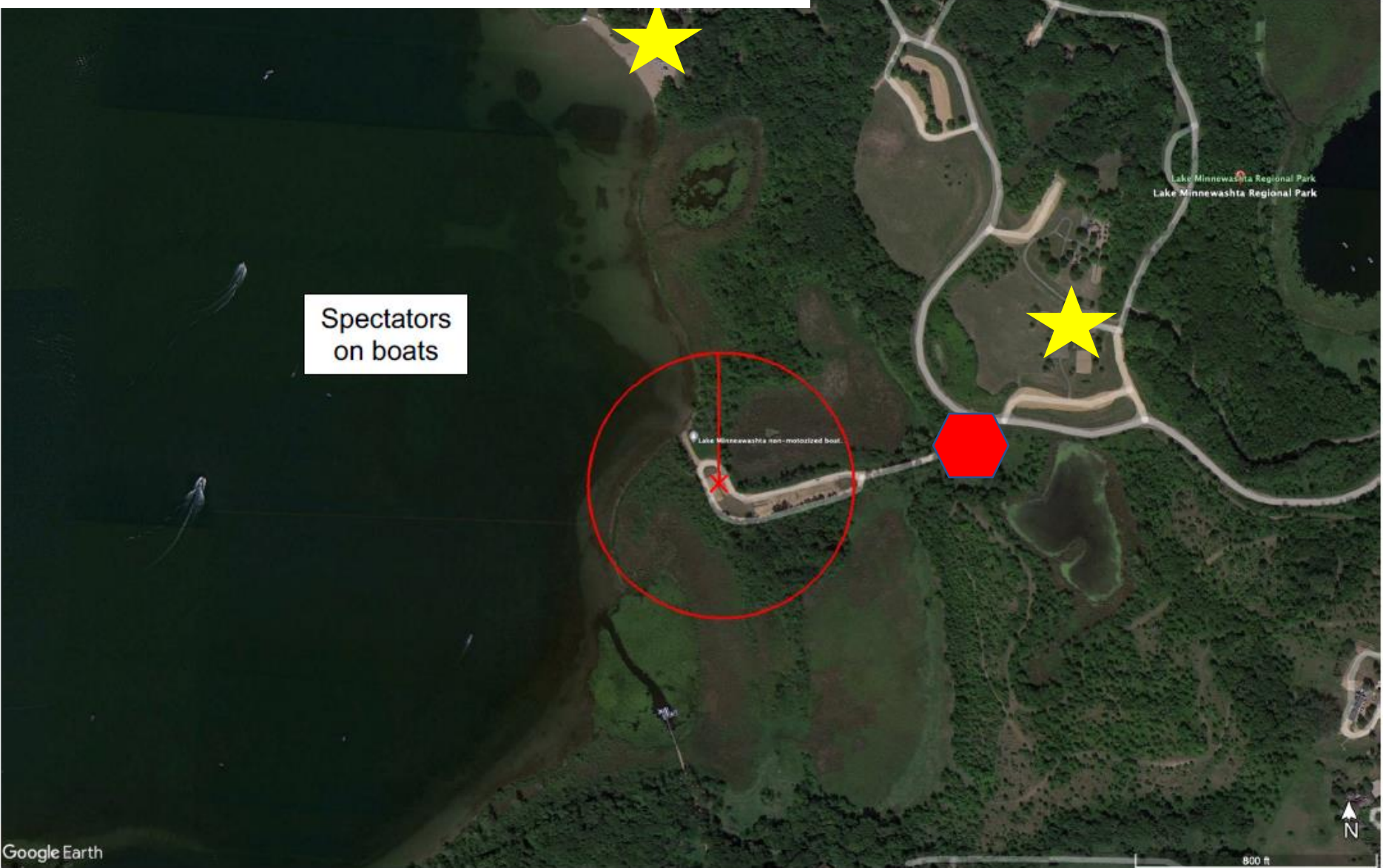
**Fireworks
Observation
Area**

0 1,000 2,000 Feet



2024 Lake Minnewashta Firework Display Site Map

Maximum Shell Size: 6"
NFPA 1123 Fallout Zone Radius: 420 ft



Spectators

Parking

X

Shoot site

Fallout zone



Carver County Parks

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
FROM: Marty Walsh, Parks and Recreation Director
SUBJECT: Lake Minnewashta Regional Park Playground Bids
DATE: May 2, 2024

Work to begin design on the new playground for Lake Minnewashta Regional Park began during the summer of 2023. The public was introduced to the initiative to replace the aged playground, and input was obtained for consideration of a new playground with an on-line survey beginning June 1, 2023 and concluding on June 12th. A pop-up on-site meeting was held in the park on August 12th. Further, additional input was received from 4th and 5th graders from Clover Ridge Elementary on playground apparatus and design with our consulting planning firm SRF during October. Lastly, a virtual open house was made available for additional public input on October 10, 2024.

SRF obtained proposals from 4 qualified playground equipment suppliers for the project. The Park Commission reviewed the playground equipment proposals and selected the Burke manufacturer provided by St. Croix Recreation at its February 21, 2024 meeting.

Advertisement for bids for constructing the playground and erecting the play equipment began April 9th, with the bid opening initially planned for April 30th. The bid date was extended by addendum one week and will remain open till close of bids on May 7, 2024.

Additional time to submit bids was recommended by SRF Consulting to address questions bidders had with the project due to changes to plans. The changes included an adjustment to site grading for stormwater management and permitting requirements by the Minnehaha Creek Watershed District.

At the time of this memo, bids have not been received. Materials pertaining to the bids will be provided at our May 8, 2024 meeting. SRF will work to provide us with a recommended contractor based on apparent lowest qualified bidder.

Recommendation: It is requested that the Park Commission review bid information materials to be provided at the meeting and make a recommendation as to the apparent lowest qualified bidder to the County Board for the Board's May 21, 2024 meeting.



Carver County Parks

11360 Highway 212 West, Suite 2
Cologne, MN 55322

MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks and Recreation Director
FROM: Sam Pertz, Parks & Trails Supervisor
SUBJECT: Liability Insurance Requirements
DATE: April 30 2024

When considering use permitting requests for events on County park and trail property, staff have been directed to obtain liability insurance documentation from the event company as well as other vendors, subcontractors, and the like that are involved in the event. This requirement also impacts the work done in managing reservations of park facilities where the customer has interest to involve food service providers, decor vendors, or entertainment professionals as common examples.

The recommended limits from MCIT (Minnesota Counties of Insurance Trust), the County's insurance provider is what is currently being requested of the customer. The Division Director has authority to authorize less coverage, on a case-by-case basis. The MCIT recommended limits are:

- General Aggregate: \$3,000,000
- Personal Injury: \$1,500,000
- Each Occurrence: \$1,500,000
- Fire Damage Limit: \$100,000
- Medical Expense: \$5,000
- Liquor Liability: \$1,500,000
- Liquor Aggregate: \$3,000,000

A significant amount of staff time is spent working with park customers and their desired contractors/vendors involved in the event working to resolve, and in most cases, obtain insurance coverage as currently requested. It is not uncommon for staff to be pushed into a position of working directly with the insurance agent in these situations, which puts staff into an awkward role and to a degree inappropriate position.

One way of obtaining additional coverage is by either adding or increasing an umbrella/excess coverage on the policy. The additional coverage limits provided by the umbrella/excess coverage can eliminate the gap(s) in other coverage areas. (example: insured has \$2,000,000 in general aggregate coverage but adds \$1,000,000 in excess/umbrella coverage to the policy, totaling the \$3,000,000 County requirement). Ultimately, if limits are not increased, the Division Director holds the authority to accept less coverage. This again is a case-by-case situation where items of higher risk (alcohol consumption, fireworks etc.) are not granted approval for less coverage.

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This work often is a struggle for staff and the customer due to the fact that the current limits are substantially higher than other local government agencies.

The Department has also received consistent criticism from the customer (business owner, food truck operator, etc.) when working through reservation processing and use permitting requests due to the high coverage requirements. When the customer does not hold the coverage amounts, most often they are required to purchase additional coverage on their policy. At times, customers have not been able to work with desired businesses due to the incurred costs of purchasing additional insurance.

Direction was given for staff to assemble some market analysis of what other metro counties, local municipalities to Carver County, as well as other good comparisons are requiring for insurance limits for similar types of use cases. The enclosed table provides a good overview of complied data.

There are a few ways to approach potential changes to liability insurance requirements moving forward.

- The first option is to continue to operate as the County has directed today, knowing that coverage limits are high, but requiring coverage in this way best protects the County from claims that would arise from lawsuits.
- Additionally, an option might be that the County sets new lower limits, where the risk to the County is greater, but the benefit to the customer is improved with the reduction of the burden to obtain/carry comparably high coverage.
- A third option might be to consider a blend of the other options, where local, in-County customers are offered lower coverage limits, but non-local customers would still be requested to provide coverage at the current thresholds.

Recommendation: Staff are not seeking a recommendation on this item. The information is provided for awareness and to obtain any feedback offered by Park Commissioners. The discussion outcomes would be shared at a following County Board work session meeting.

Agency	General Aggregate	Products and Completed Operations Aggregate	Personal Injury	Each Occurance	Fire Damage Limit	Medical Expense	Liquor Liability	Liquor Aggregate	Notes
Carver County	\$ 3,000,000	\$ 3,000,000	\$ 1,500,000	\$ 1,500,000	\$ 100,000	\$ 5,000	\$ 1,500,000	\$ 3,000,000	
Dakota County	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 1,000,000	Excluded	\$ 1,000,000	\$ 2,000,000	
Three Rivers Park District	\$ 2,000,000	-	-	\$ 1,000,000	-	-	\$ 1,000,000	\$ 2,000,000	Bar Service Required
Washington County		\$ 500,000	\$ 1,500,000				\$ 500,000		
Anoka County	\$ 1,000,000		\$ 1,000,000						
Scott County	\$ 2,000,000		\$ 1,000,000				\$ 1,000,000	\$ 2,000,000	
McLeod County	-	-	-	-	-	-	No Insurance Currently Required		No Insurance Required for Food Trucks
Ramsey County									
Chanhassen	-	-	-	-	-	-	No Insurance Currently Required		No Insurance Required for Food Trucks
Chaska		\$ 50,000	\$ 100,000				\$ 100,000		
Waconia	-	-	-	-	-	-	Alcohol Not Permitted in Parks		Does Not Allow Food Trucks on City Property
Carver	-	-	-	-	-	-	No Insurance Currently Required		Liability required for use of park sports fields, No Insurance Required for Food Trucks
Minneapolis									
Eden Prairie	\$ 1,000,000						\$ 1,000,000		
State of MN	-	-	\$ 50,000	\$ 100,000	-	-	\$ 100,000	-	
Hamburg	-	-	-	\$ 200,000	-	-	\$ 200,000	-	
Coverage Area Ave.	\$ 687,500	\$ 312,500	\$ 256,250	\$ 525,000	\$ 68,750	\$ 313			