



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

**Park Commission Meeting
6:30pm
Wednesday, April 14, 2021**

**WebEx Meeting
Call In Number: 1-415-655-0002
Enter Access Code: 1872560429##
Meeting Password: UPqct4GGm72**

Agenda

- 1) Call Meeting to Order, Roll Call (6:30 p.m.)
- 2) Approval of the March 24, 2021 Regular Meeting Minutes (6:31 p.m.)
- 3) Additions or Deletions to the Agenda (6:31 p.m.)
- 4) Approval of Agenda (6:32 p.m.)
- 5) Commissioner Liaison Report (6:33 p.m.)
- 6) Open to the Public (6:35 p.m.)
- 7) Consent Agenda (6:36p.m.)
 - a. St. Josephs Catholic Church – Walk on Waconia Fundraiser
- 8) Old Business (6:45p.m.)
 - a. Public Art Request - Barn Quilt for Baylor Park Barn
- 9) Presentation By HGA Architects and Discussion
 - a. Waterfront Service Center Lake Waconia Regional Park
- 10) Staff Reports (7:30p.m.)
 - a. TH 5 Regional Trail
 - b. MN River Bluffs Regional Trail
 - c. Waterfront Service Center Concession Service
 - d. Park Operations & Recreation Services
 - e. Park Facilities & Grounds Operations
- 11) Commission Member Reports (7:45p.m.)
- 12) Set Next Meeting Date (7:50p.m.) – May 12, 2021
- 13) Adjourn Meeting (7:55 p.m.)

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

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CARVER COUNTY

Draft

Meeting Minutes

March 24, 2021

Members Present Via

Webex:

Gerald Bruner, Curt Kobilarcik, Jim Boettcher, Gary Van Eyll, Scott Knight, Scott Welvaert, Mark Lagergren and Commissioner Lynch

Staff Present:

Marty Walsh, Sam Pertz, Jason Goehring, Connie Keller

Call to Order:

Bruner called the meeting to order at **6:30p.m.**

Introduction of Jason Goehring.

Parks and Natural Resources Supervisor: (6:32p.m.)

Staff Introduced Goehring to the park commission members, Goehring shared information about himself to the members. Each park commission member introduced themselves to Goehring as well.

Approval of Minutes:

(6:39p.m.)

Knight motioned to approve the minutes of the February 10, 2021 meeting. Van Eyll seconded the motion. Motion passed 7 to 0.

Additions/Deletions to the Agenda: (6:39p.m.)

No Additional Items

Approval of Agenda:

(6:40 p.m.)

Boettcher motioned to approve meeting agenda. Welvaert seconded the motion. Motion passed 7 to 0.

Commissioner Liaison Report: (6:40p.m.)

Commissioner Lynch welcomed Jason Goehring to the Parks Department. He is excited to hear about the waterfront service center plans.

Open to the Public: (6:44p.m.)

Janet Fahey and Suzanne Thiesfeld are in attendance from the Arts Consortium for the proposal for the barn quilt.

New Business

(6:45p.m.)

a. Proposal for Barn Quilt

Staff shared with the park commission members the background about the barn quilt for the barn at Baylor Regional Park and that this topic has been talked about in past meetings. Janet Fahey and Suzanne Thiesfeld were present to show a PowerPoint to the park commission members as well as to park staff. Fahey stated that they are representing the Arts Consortium of Carver County, sharing the mission and vision of the Art Consortium as well as sharing community art initiatives in the County further stating that there are over 40+ quilts and growing.

Fahey stated that they are present tonight to request to have a barn quilt put on the barn at Baylor Regional Park, they shared the proposed design, the size of the quilt, product used as well as the cost and where on the

barn it would be installed. Fahey also shared the economic impact derived from people and buses that come into the County to tour the quilts and later return.

The Arts Consortium is looking for the approval to move forward with the quilt, so they can present this quilt at the Norwood Young America Art Festival in May.

Information was shared on how to reach out to the consortium for any additional information, as well they have a map of where all the quilts are located in the County.

Staff shared that the installation of the quilt might be able to be installed by staff.

Staff will work with Thiesfeld on design and how it is positioned on the barn. Thiesfeld stated she would superimpose the photo of the quilt on the barn so members can see what it will look like. Discussion was had on making a bigger quilt for the barn. The size that has been proposed will be visible from the road. Staff asked if there are any barns in the County with the same design layout; Fahey shared where they might be in the if staff wanted to go out and look at them. Staff stated that they will go out and take some pictures and bring back to next month's park commission meeting along with a redesign quilt incorporating a telescope as requested and any additional information.

Lagergren motioned to table this item until next month,
Welvaert seconded the motion.
Motion passed 7 to 0.

Questions or Comments:

Bruner asked about the design and he would like to see a telescope on the quilt to represent the observatory.

Lagergren was wondering about the artisan fair and would you invite the public to learn about the quilt and ask the public to name the quilt. Fahey explained that there would be a small rendering available at the fair and have the public name it. She shared other examples of names of quilts in the County.

Staff shared a picture of the barn and wanted to know if the size of the quilt is sufficient to be seen from farther away. Thiesfeld stated that driving by they will be able to see it from the road and that might attract people to come into the park to look more closely at.

Van Eyll asked if there is any signage on the quilt for the Arts Consortium; Fahey said that they have a brochure/map that lists all the barn quilts and we can have something left at the park to share information about the Baylor quilt.

No other questions or comments.

Discussion (7:20p.m.)

a. Waterfront Service Center Lake Waconia Regional Park

Staff shared information that was sent out with the packet. Stated that there has been a fair amount of design work going on using input from the public meeting, online survey, stakeholder and technical advisory meetings. The top request through the engagements was about views of the lake from the activity room, to be located near the water and in proximity to beach area. Staff shared concepts B & C sketches of how the rooms/service areas of the building could be laid out. Concept C is emerging as staff and consultant preferred option. Giving reasoning supporting option C, over concept B, includes simpler and more functional roof design, general seating is divided into two areas, one nearer the entrance and one facing the beach breaking up the massive seating area to provide more comfortable social spaces for families and small groups. Both spaces are well situated to the large lawn event space and provide options for seating that can be an advantage depending on wind and direction of the sun.

Staff shared the layout of Concept B, sharing the location of activity room with views of lake and rental area, lobby area, outside seating area as well as layout of bathrooms. Diagrams showed a view with an overhead look as well as ground level view. Staff stated that the angled dock depicted was not supported. Staff shared the B3 building sustainability requirements and what those items might be. In this concept windows are on top of the roof to help with energy efficiencies. Staff was not in favor of this concept due to having to maintain these windows on the roof. Staff also shared that there is little to no detail about the windows and doors at this point in the design. Diagrams showed what the building would look like from different angles of the site.

Questions or Comments on Concept B:

Bruner asked about the angled dock and why was it done like that; Staff shared possibly a better view and they are playing around with the design.

Kobilarcik stated he sees more usable water in front of the building.

Bruner asked about the propose of roof tops of the building; Staff shared that this was to help with the B3 requirements and help with energy efficiencies to let solar light into building and generate heat possibly. Staff shared what type of things make up these B3 requirements.

Van Eyll stated that the windows face more north and should be more south facing.

Lynch stated he does not like to see roof angles to the north, would like to see it angled to the south more. Also mentioned the angled dock.

No other questions or comments on Concept B.

Staff presented the layout of Concept C of the building sharing that the seating is broken up into smaller seating arrangements. Views of the lake are accommodating. Diagrams of an overhead view as well as ground level showed the building layout and access from the parking lot. A diagram showed possible locations for historical interpretation.

Questions or Comments on Concept C:

Kobilarcik likes concept C, seems to be more open; likes the design to be more open for usability.

Bruner stated it doesn't look like any windows are in the building; Staff stated the design for windows and doors has not been applied yet, that will come with further design.

Lagergren likes concept C, looks inviting and likes the interpretive signs and historical considerations; Staff shared that the architect is aware of desire to incorporate history of the site and using that in the design.

Kobilarcik commented on the equity, stating parks are for all, is equity being taking in to account to make sure all are welcomed; Staff stated equity elements could be included in the bathrooms, amenities on site or food items at the concession area. They have been in contact with community members, and technical advisor group with representatives from Chaska Human Rights Commission and Hispanic community.

Bruner asked if the dock in Concept C is at an angle; Staff stated it doesn't look like it is.

Staff stated architects are aware of the exposure to winds and they will be working on this. Commission members inquired if the shape of the roof accentuate the wind.

Boettcher stated that the roof on concept C would face directly into the wind and this might be a concern with the wind on the Lake Waconia.

Staff stated that we will relay concerns to architects.

Bruner stated that he likes both concepts, concept C hard to like with no windows; staff stated that will be a design element after we get the initial layout of buildings done.

No other questions or comments on Concept C

Staff is requesting from the park commission to make a recommendation to the county board on the direction of the building layout.

Van Eyll likes concept C but concerned about the wind aspect.

Walvaert also likes concept C.

Boettcher asked if these two concepts are set in stone or can we do a hybrid of both; staff stated that these two concepts are a combination of plans that were presented. The architects will address the wind in the design. Staff felt the concept C seemed to fit the best with flow of buildings from parking lot and beach area.

Van Eyll motioned to recommend concept C with items of wind issues and how this might be an issue with roof design.

Knight seconded the motion.

After lengthy discussion on the wind and roof design the motion.

Motion failed 0 to 7.

Staff suggested to revisit the design at the next park commission meeting and to address concerns raised of the orientation of the roof and the direction of the building.

Kobilarcik stated he likes concept C but wants engineers and architect to ensure that the building is properly designed, then we need to trust that they know what they are presenting. Park commission members agreed.

Kobilarcik makes a motion to proceed with Concept C with conditions that the engineer/architect provides us with a wind analysis and the long-term impact of the wind on the tilt of the roof.

Welvaert seconds the motion.

All in Favor motion passes 7 to 0.

b. Waterfront Service Center Concession Operation Models

Staff shared information from the memo that was provided about concession being offered at the waterfront service building. We are just beginning the process for developing a concession model. The public process indicated a strong desire for concessions to be provided at the park. Staff shared what other parks in county and what other regional parks are doing with concessions/rentals. Consensus from these sources indicates a grab and go style of food with healthy options, concentrating on a smaller number of menu items and seasonal options.

Food and drink would be complemented with a rental equipment service component. Staff shared that the state bonding dollars that were received do not limit us on what we can do with our concession area and does not restrict us from leasing to private vendors. Staff shared the pros and cons on working with private vendors to provide concessions.

Staff stated that they have reached out to other entities and they will share what others are doing. Other considerations included county insurance requirements might be too costly for private vendors. Staff stated that it might be challenging to find a vendor.

Staff stated that this topic will be brought back as things move along.

Staff stated that food truck vendors coming into the park might be a way to go for more elaborate food. We would have smaller grab and go items for the concession area, things that sell well.

Questions or Comments:

Kobilarcik stated he is not sure what type of staff would need to be hired to run this, seems more attractive to hire it out.

Van Eyll like to see who staff has talked with and what their input and experience is.

Burner stated that he doesn't think that the County should be in the food business and using a outside vendor(s) and getting a percentage of the profits from those vendors. Using food trucks as an example. Staff stated that food trucks could possibly be used during high volume days or special events at the parks but wouldn't be in competition with the concession area. Discussion was had on food trucks and the popularity of them.

No other questions or comments.

Staff Reports: (8:43 p.m.)

a. TH5 Arboretum Regional Trail Connection

Staff shared a PowerPoint with pictures of the TH5 Regional Trail boardwalk that has been installed across the marsh area along side Highway 5. This boardwalk should be completed in the next couple of weeks. Staff also stated that the rest of the project is moving along and still within budget, but we have some unknowns with the utility conflicts. Not sure what these delays will do for the cost of the project.

Questions or comments:

Bruner stated that it looks good.

Kobilarcik stated that they got lucky with the cold weather.

No other questions or comments.

b. MN River Bluffs Regional Trail

Staff shared a map of the location of the trail and stated that this is a portion of the trail that we will be acquiring from the Hennepin County Regional Rail Railroad Authority (HCCRA). Staff shared pictures of the slope failure that took place in 2014 as well as pictures after the repair. Staff stated that we could close on this property in the next few weeks, staff is working on documents with HCCRA. We need to close on the property because the grant for this will expire in June. Staff stated that if we add this to our overall acreage for the parks and trails, it will help us with funding for our operation and maintenance funding, but this report is due by the end of April so it needs to be completed by then. Staff shared the funding on this property with grant monies from the Met Council.

Questions or Comments:

Bruner stated that he was down in the area and is impressed by what has been done.

No other questions or comments

c. Park Operations

i. Equity Grant Applications

Staff shared information on the five grant applications that were submitted. These grants consisted of multipurpose docking facility at Lake Waconia Regional Park, playground for Lake Waconia Regional Park, ADA updates, portable climbing wall for recreation services and grant application for seasonal equipment rentals. We should know the outcomes of these grant applications in the next few months.

ii. Lake Minnewashta Small Watercraft Storage Location Change

Staff shared that they are proposing to change the location for the seasonal watercraft storage racks from the main boat landing to the former boat landing at Lake Minnewashta Regional Park. Staff shared a map of the location of the area in question as well as pictures of the area. Staff stated that opening this area up may create some unintended issues. Improvements would be made at the lakeshore so motorized boats could not access the lake from this location.

iii. Special Events

The polar plunge that took place at Lake Waconia Regional Park was very successful with about 400 people attending. Also, staff has not heard from the Waconia Chamber about the 4th of July fireworks. The fireworks group would like to use the new barge for transporting the fireworks out to the island. This barge has been delayed. The boat manufacture is unable to get an outboard motor, so the County is looking at to see if they can find the outboard motor elsewhere.

iv. Recreation Services

Staff shared that they had a great maple syrup open house on Saturday. A lot of new people came out to the park for this event. A high school group out of Georgia contact the Parks Department to do a zoom maple syrup program. A member of this group was foreigner exchange student that also participated in this zoom program. They saw the maple syrup YouTube video and then reached out to us to do the zoom presentation.

d. Park Facilities & Grounds Operations

Staff shared pictures of the barn roof that is being replaced with metal roofing. They have taken the copulas off the top of the barn and the maintenance team will repaint and have installed. The project should be done in the next couple weeks.

No other Questions or Comments.

Commission Member Reports: (8:58 p.m.)

Lagergren stated that the Parks Staff did an excellent job with cross country skiing, the candlelight ski event and the maple syrup event. All were nicely done even with COVID. Numbers at events were good and done very professionally.

Bruner shared that on the Met Council meeting agenda there was to be a topic on parks and trails, he was interested on what was going to be talked about, but meeting went long, and they didn't get to that topic.

No other comments.

Next Meeting Date: (8:59 p.m.)

Next meeting will be on April 12, 2021.

Adjourn Meeting: (9:00 p.m.)

Boettcher motioned to adjourn the meeting.

Van Eyll seconded the motion.

Motion passed 7 to 0.



**Carver County
Parks & Recreation**

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 & Recreation Supervisor

SUBJECT: Request for Special Event Use Permit: Walk on Waconia Fundraiser

DATE: April 8, 2021

St. Joseph's Catholic Church of Waconia has requested a Use Permit to conduct a walk-a-thon event at Lake Waconia Regional Park. This memorandum outlines the pertinent details for review and to recommend issuance of a Use Permit consistent with County Ordinance Chapter 91: Parks and Recreation and consistent with EO 21-04.

St. Joseph's Catholic Church – Walk on Waconia Fundraiser

- Date: Saturday, May 22, 2021 (no back-up date is planned)
- Where: Lake Waconia Regional Park, City of Waconia and a segment of the Dakota Rail Regional Trail
- What: 5k & 10k walk/runs to raise funds
- Attendance: Per Executive Order 21-04, attendance maximum of (500+) people is allowed. This event typically ranges from 350-450 people total (participants and coordinating personnel)
- The submitted COVID19 preparedness plan details how participants can remain safe, including metering participants in waves restricted to (50) or less.
- Effects on the Park & Trail facilities: Minimal to none. The event route utilizes the trail through park property and a segment of the Dakota Rail corridor. There have not been any negative impacts to the park grounds with this event in past years.
- Required Permit Items Obtained & Reviewed: Process is underway. Significant items of liability insurance, site plan and event operations are being prepared by the event coordinator.
 - A COVID19 preparedness plan consistent with EO 21-04 has been submitted and is under review.
 - ✓ The permit will be partially contingent on the review and approval by the County COVID19 procedure for groups/gatherings/events. Preliminary review indicates the plan is on solid ground. Additional enhancement to the plan may occur due to further review.
- Permit Fees: Applicable fees per the 2021 County Fee Schedule include special event Use Permit fee.
- Years this event has been Permitted: 5+ (not in 2020 due to COVID19)
 - This event has successfully occurred for several years.

Recommendation: It is requested that the Park Commission recommend to the County Board, issuance of a special event Use Permit to St. Joseph's Catholic Church for the Walk-on-Waconia fundraiser. The event includes use of areas of Lake Waconia Regional Park & the Dakota Rail Regional Trail on May 22, 2021. This recommendation is contingent upon approval of COVID19 preparedness plan, receipt of any necessary permits.

COVID-19 Preparedness Plan

Walk on Waconia - Food Shelf Fundraiser

Saturday, May 22, 2021

The Walk on Waconia (WOW) Committee is committed to providing a safe and healthy environment for all customers, volunteers and guests. To ensure we have a safe and healthy event, WOW has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and staff/volunteers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our communities, and that requires full cooperation among our volunteers and management. Through this cooperative effort we can establish and maintain the safety and health of all during our event.

The COVID-19 Preparedness Plan is administered by The Walk on Waconia Committee from St. Joseph's Catholic Church. We maintain the overall authority and responsibility for the plan under the umbrella of St. Joseph's Catholic Church as they oversee the Food Shelf for the greater Waconia area. Management and staff are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. WOW leaders and volunteers have full support in enforcing the provisions of this plan.

Our leaders and volunteers are our most important asset. WOW is serious about safety and health and protecting all involved. Volunteer involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our committee in this process by:

- Having them review and provide feedback and concerns to address this plan
- They reviewed the plan and provided input for revisions before the plan was finalized

Walk on Waconia's COVID-19 Preparedness Plan follows the industry guidance developed by the State of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick committee members and volunteers stay home and promptly identify and isolate sick people
- social distancing – the committee and volunteers must be at least six-feet apart
- proper hygiene and source controls, including face coverings
- workplace building and ventilation protocol
- workplace cleaning and disinfection protocol
- drop-off, pick-up and delivery practices and protocol; and
- communications and training practices and protocol

The Walk on Waconia committee has reviewed and incorporated the industry guidance applicable to our event provided by the State of Minnesota for the development of this plan, including the following industry guidance for Safe Celebrations and Events.

<https://www.health.state.mn.us/diseases/coronavirus/safeevents.pdf>

Outdoor Non-Seated Venues per below with on-site registration, indoor or outdoor if allowable based on the current MN Stay Safe guidelines.

[COVID-19 Preparedness Plans Guidance: Requirements for Outdoor Non-Seated Venues \(mn.gov\)](https://www.mn.gov/COVID-19-Preparedness-Plans-Guidance-Requirements-for-Outdoor-Non-Seated-Venues)

Other conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

- additional protections and protocols for volunteers, runners, walkers and visitors.
- additional protections and protocols for face coverings and personal protective equipment (PPE);
- additional protections and protocol for access and assignment;
- additional protections and protocol for sanitation and hygiene;
- additional protections and protocols for work clothes and handwashing;
- additional protections and protocol for distancing and barriers;
- additional protections and protocols for managing occupancy;
- additional protocols to limit face-to-face interaction;
- additional protections for receiving or exchanging payment; and
- additional protections and protocols for certain types of businesses within an industry.

Ensure sick committee members or volunteers stay home and promptly identify and isolate sick people

Committee and Volunteers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for staff and volunteers to report when they are sick or experiencing symptoms.

- Committee and volunteers temperatures are screened ~~daily~~ upon arrival to work.
- If committee or volunteers are experiencing symptoms while at home, they are required to contact their supervisor and not return to work.
- If any member of the committee or volunteer team starts experiencing symptoms while at the event they must report their symptoms to their supervisor and will be sent home.

Walk on Waconia has also implemented a policy for informing volunteers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. If a committee member or volunteer has been exposed to a person with COVID-19 Walk on Waconia will contact Minnesota Department of Health and follow their recommendation on notifying anyone who has been exposed.

In addition, a policy has been implemented to protect the privacy of staff's health status and health information. Records of Volunteers Regarding Collections, Maintenance and Release Thereof;

- A. All data on individuals collected, created, received, maintained, or disseminated by the Walk on Waconia Committee, shall be accessible to the public.
- B. All other data on individuals is private or confidential.

Social distancing – Committee, Volunteers, Runners and Walkers must be at least six-feet apart

Social distancing of at least six feet will be implemented and maintained between committee, volunteers, participants and guests when at the Walk on Waconia, St. Joseph's Parking lot packet pick

up, same day registration, bus pick up areas and rest stops through the following engineering and administrative controls:

Social distancing markings and signage will be provided in the parking lot and other areas, bus pick up areas and at rest stops. Individuals will be asked to stay at least 6 feet apart from one another.

- In the parking lot bus pick up areas and rest stops social distancing of at least 6 feet between household groups will be required.
 - Committee and Volunteers managing reception desk will wear required PPE.
 - Each volunteer will have their own work station and if others use this area, the work station will be cleaned and disinfected between uses.
- We will provide frequent reminders for committee, volunteers, participants and visitors to stay at least 6 feet apart from one another when feasible via announcements and signage.
- Face coverings are required at all times with the exception of actively drinking.
- We will encourage participants to limit mixing between household groups as much as possible. Carpooling is discouraged to and from the event with anyone outside of your household.
- The run/walk is limited to no more participants than allowed by MDH, knowing that staff and volunteers do not count in the capacity limitation.
 - We will start the event in various phases. We will ask the self-determined faster riders to begin first for each distance.
 - Will also be metering runners/walkers out of the start site, and in and out of rest stops to prevent congregating in groups of more than 50.
 - Event participants will be further divided into “pods” and physically distanced (meaning 6 feet of distance is maintained between people from different households) within the pods.
- WOW will place appropriate signage and other messaging on site, including at entrances and in other locations that can be easily seen by customers and visitors.
- Persons in the reception, bus staging and parking areas will all follow social distancing guidelines and wear face coverings.
- Traffic in and out of the building will only be allowed in one main entrance and out a separate main exit to prevent bottlenecks and gathering in groups of more than 10 and not more than 50% of the building’s indoor capacity.
- Describe communications plans to address questions and concerns.
 - Our website and email blasts contain all the necessary event and safety information for volunteers and riders.
 - Our safety plan will be posted on Walk on Waconia (WOW) event website and a link will be sent to all registered riders and volunteers before the event.
 - We will also make announcements on site at the start and at every rest stop for ride direction and safety information.
 - In the event of an emergency we have all riders email address and will communicate via email to them.
 - Our volunteers are all linked via text and will be communicated with that way should there be an emergency.
 - Our law enforcement partners are our safety partners and we will lean on them for advice regarding safety on the roads and trails, and also weather should that enter into the equation for the event.
 - Event leaders email addresses and Headquarters phone number are clearly posted on our event website for advance and day of questions and comments.

- WOW will require that face coverings be worn by committee, volunteers, participants and visitors per the guidelines of Executive Order 20-81.
 - See more information below in the Additional Protections and Protocols section.
 - WOW will also provide gloves and disinfectant for staff and volunteers as needed, and instruction about when and how they should be worn or used.

Worker hygiene and source controls

Basic infection prevention measures are being implemented at our workplaces at all times. Volunteers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom. All volunteers, riders and visitors who enter the facility are required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations at the facility (indoors and outdoors) so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

- We will provide appropriate supplies to support healthy hygiene behaviors (such as soap, hand sanitizer, paper towels, disinfectant wipes, tissues).
- We will discourage sharing of items that are difficult to clean or disinfect.
- We will provide adequate supplies to minimize sharing of high touch materials to the extent possible and disinfect between use.
- If equipment must be shared, we will clean and disinfect between each use.
- We recommend each employee, volunteer and participation bring their own water bottle.
- We will have handwashing and hand sanitizer stations available indoors and outdoors at all locations of the event.
- We will reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol by staff and older students.
- We will reinforce hand washing during key times, such as:
 - arrival and departure
 - before, during, and after preparing or eating food
 - after using the bathroom
 - after blowing one's nose, coughing, or sneezing
 - after touching objects with bare hands that have been handled by other people

Masks and face coverings: As of July 25, 2020, people in Minnesota are required to wear a face covering in all businesses and public indoor spaces, per Executive Order 20-81. This includes indoor event venues and indoor spaces of combined indoor/outdoor venues. Additionally, the Executive Order requires workers to wear a face covering when working exclusively outdoors in situations where social distancing cannot be maintained. The Executive Order includes exemptions for people who are unable to wear or tolerate a face covering due to medical or mental health conditions or other reasons. There are also situations in which a face covering may be temporarily removed, such as when eating or drinking, if social distancing is maintained between members of different parties and the face covering is put back on when not eating or drinking. Businesses and venues may choose to have more protective requirements than those in the Executive Order.

Committee, volunteers, participants and guests are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands. Staff, volunteers, participants and guests are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward.

Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available. WOW will utilize MDH/CDC information through WOW email blasts and website to communicate this information.

Workplace building and ventilation protocol

Operation of the building in which the workplace is located, includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. Our air handling units are set to exchange air at the highest safety level possible. The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited, and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people.

Workplace cleaning and disinfection protocol

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, checkout stations, fitting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting are being conducted of high-touch areas, including phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc. All areas of St. Joseph's school are cleaned twice daily with alternating use of QT-Plus and Top Clean.

Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

- Mac's #8100 (for windows and mirrors)
- Alternating use of QT-Plus and Top Clean (for sanitizing sinks, counter tops and toilets using Victory Sprayer, for door handles, light switches, handrails and dispensers a cloth is used)

If someone has symptoms of COVID or tests positive the area is shut down to be cleaned with disinfectant top to bottom. All solutions are left on surfaces to air dry.

Drop-off, pick-up and delivery practices and protocol

Walk on Waconia does not have packets to pick up for our runners/walkers. We will allow contactless participant shirt pickup on the day of the event. There will be volunteer and participant spacing and mask coverings for all during this entire time frame. The contactless time period for shirt pickup will be on Saturday morning May 22 from 6:30 am to 7:45 am. We will ask that only one household member represent their entire household to keep down the number of people.

Communications and training practices and protocol

This COVID-19 Preparedness Plan will be communicated through an email blast to all volunteers and participants by May 21 and necessary training for volunteers will be provided.

Additional communication and training will be ongoing by reviewing the plan with staff and volunteers at prep meetings. Training will be provided to all volunteers who did not receive the initial training and prior to initial assignment or reassignment.

Instructions will be communicated to all volunteers, independent contractors, vendors about protections and protocols, including: 1) social distancing protocols and practices; 2) drop-off, pick-up, delivery; 3) practices for hygiene and respiratory etiquette; 4) requirements regarding the use of face-coverings and/or face-shields by employees, volunteers, participants and guests. All employees, volunteers, participants and guests will also be advised not to enter the facility or participate in the event if they are experiencing symptoms or have contracted COVID-19.

- WOW will require all participants, volunteers and guests to have their temperature checked upon arrival to the event.
- WOW will require all participants, volunteers and guests to complete a self-screening the morning of the event.

The WOW committee is expected to monitor how effective the program has been implemented. This will be done in advance at volunteer meetings, onsite tight supervision and follow up meeting event evaluation. All management and workers are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, work-practices and training as necessary. This COVID-19 Preparedness Plan has been certified by the Walk on Waconia Committee and the plan was posted throughout the workplace and made readily available to volunteers and event participants by May 15, 2021. It will be updated as necessary by the Walk on Waconia Committee.

Additional protections and protocols

Other conditions and circumstances addressed in this plan that are specific to our event include:

- If volunteers were to report any COVID-19 symptoms they will be asked not to participate in the event and backup volunteers will be contacted.
- Additional protections and protocol for sanitation and hygiene;
 - Ensure volunteers regularly wash and/or sanitize their hands, in particular when entering and exiting our buildings, before and after eating or drinking, using restroom facilities, and using devices, tools and equipment used by other staff or volunteers.
 - Instruct volunteers to avoid touching their face with unwashed or unsanitized hands.
 - Ensure handwashing and/or hand-sanitizer facilities are readily available and allow employees, participants and volunteers sufficient time to engage in handwashing/sanitizing.
 - Ensure supplies in restrooms, portable toilets and handwashing/sanitizing stations are regularly monitored and continually stocked.
 - Provide tissues or paper towels for proper cough and sneeze etiquette and provide no-touch trash bins.
 - Community drinking stations and water-fountains are not available.
 - Food will only be served if the current MDH guidance allows.
 - We will minimize cross-exposure between work areas or locations.
 - After the event we will collect and launder all event safety vests that were issued to volunteers.
- Restroom and portable toilet use:
 - Restrooms will be available at St. Joseph's and portable toilets will be available along the route.
 - Social distancing markings will be provided where people may need to line up

- Hand sanitizer and handwashing stations will be provided along the route.
- Additional protections for receiving or exchanging payment;
Hand sanitizer will be provided at checkout
- Additional protections and protocols for food/beverages at Rest Stops if allowed by MDH guidance
 - A WOW committee member or volunteer will oversee lines at concession areas to ensure social distancing of at least 6 feet between members of different households with floor markings or other indicators.
 - Food and beverage rest stops will be self-service with volunteer oversight to ensure that social distancing is maintained, hands are being sanitized, and participants wear face masks in the self-service area at all times.
 - Only prepackaged food and beverages will be served.
 - Volunteers will wear face coverings and gloves at all times.

Certified by:



May 15, 2021

On behalf of the Walk on Waconia Committee

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) –

www.cdc.gov/coronavirus/2019-nCoV

Minnesota Department of Health (MDH): Coronavirus – www.health.state.mn.us/diseases/coronavirus

State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

Businesses

CDC: Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

CDC: General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html

CDC: Building/business ventilation – www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: Businesses and employers: COVID-19 – www.health.state.mn.us/diseases/coronavirus/businesses.html

MDH: Health screening checklist – www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: Materials for businesses and employers – www.health.state.mn.us/diseases/coronavirus/materials

Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 – www.dli.mn.gov/updates

Federal OSHA – www.osha.gov

Handwashing

MDH: Handwashing video translated into multiple languages –

www.youtube.com/watch?v=LdQuPGVcceg

Respiratory etiquette: Cover your cough or sneeze

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

Social distancing

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

CDC: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Employees exhibiting signs and symptoms of COVID-19

CDC: www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

MDH: www.health.state.mn.us/diseases/coronavirus/basics.html

MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf

State of Minnesota: <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

Federal OSHA: www.osha.gov/Publications/OSHA3990.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/about.pdf

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CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

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CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

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MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf

State of Minnesota: <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training



MEMO

TO: Members of the Park Commission

CC: Martin Walsh – Parks & Recreation Director

FROM: Samuel Pertz, Parks & Recreation Supervisor

SUBJECT: RE: Public Art Display Request & Proposal by the Arts Consortium of Carver County

DATE: April 8, 2021

The item below was heard by the Park Commission at the March 24, 2021 meeting. At that time the item was tabled. Please find included with this item the additional work as requested by the Commission.

The Arts Consortium of Carver County (ACCC) is an official Minnesota Nonprofit 501C3 organization and was established in December of 2009.

The ACCC operates with a mission to strengthen the community through the arts and cultivate the arts through the community. The group has led many community arts initiatives since its establishment, ranging from community events of Annual Art Wander, and Artstock to projects that established permanent displays of artwork in public settings. One example of public art display, the “Barn Quilts of Carver County Minnesota” started in 2011, and today includes more than (40) locations of barn quilt art throughout Carver County.

Representatives from the ACCC have recently engaged with Parks Staff to bring forward a request and proposal for a public art piece to be installed at Baylor Regional Park. Key proposal details include:

- Request to approve barn quilt artwork and installation on the CR33 side of the Baylor Park Barn/Visitor Center
- Recommended size of 8’x8’
- Goal to have designed, completed and installed by May 15 (Springfest Artisan Fair in NYA)
- Request for funding artwork and labor to install
 - o Assembly of barn quilt art: \$895 (includes costs of materials & artist time to construct)
 - o Installation of the artwork: Options
 - County Labor and or Equipment
 - Contracted Service

The ACCC has a history of success with these art pieces. The artist has completed all the (40+) pieces within Carver County. The artwork is assembled on two 4’x8’ pieces of exterior grade, finished plywood approximately 1.5” thick. Before the design items are painted, two coats of primer are applied. The paint used is a high-quality exterior grade and the artist has learned 2-3 coats are appropriate for longevity reasons. The ACCC and artist have seen it to be best practice in terms of wear and tear of environmental conditions to not seal or apply a clear protective product on the art piece. The artwork is then installed on an exterior grade wooden frame, which would be first installed on the barn exterior.

Staff have asked a representative of ACCC about the longevity of the of the barn quilts Based on past performance of other pieces they’ve previously completed, there has not been any performance issues or maintenance item arising years after initial installation.

Recommendation: It is requested that the Park Commission recommend approval of this ACCC public art project to the Carver County Arts Committee. Funding for the cost of the art work and contracted service would be available in the building and structure line item from the general fund of the Department’s budget.

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: Design Work on the Waterfront Service Center
DATE: April 9, 2021

On April 6th, staff and consulting architects made presentation to the County Board on the proposed 20% design of the Waterfront Service Center building.

Primary comments by the board and others included:

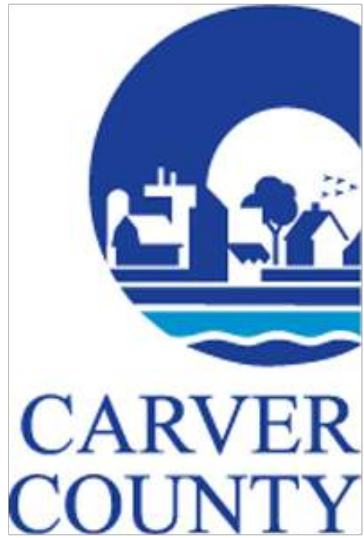
- Continue to provide information about the structural design of the roof and ensure good roof drainage
- Show how garbage and recycling will be handled on site
- It is desired that windows be operable with screens
- Locate equipment rental racks to minimize obstructing views
- Implement best practices for building security

The County Board authorized proceeding to 50% design.

Attached is the presentation from the April 6th board meeting. HGA staff will review the presentation with the Park Commission and seek additional comments and input.

A recommendation is not requested.

CARVER COUNTY



LAKE WACONIA REGIONAL PARK WATERFRONT SERVICE CENTER

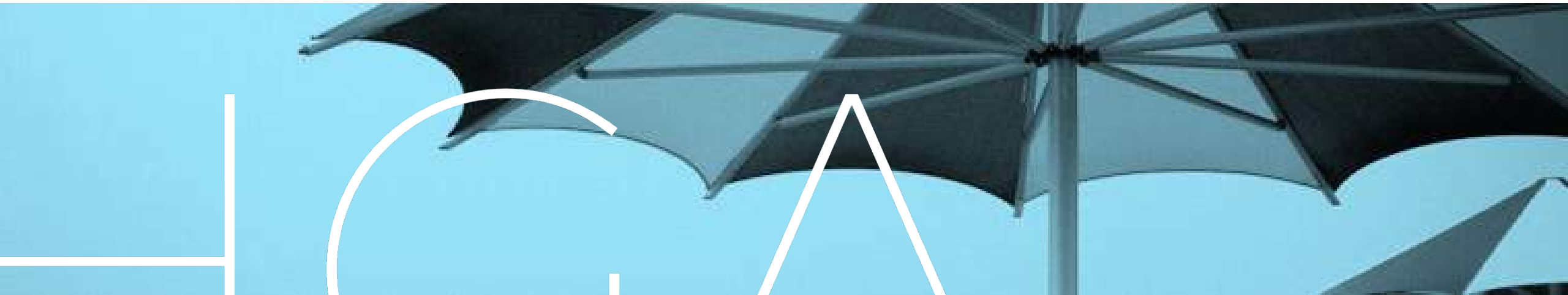
County Board Workshop

April 6, 2021



AGENDA

1. Process Overview
2. Building and Site Concepts
3. Structural Design Concepts
4. Next Steps



PROCESS OVERVIEW

Proof of Concept Phase Findings | Design Phase – Concept Development



PROOF OF CONCEPT FINDINGS SUMMARY

PUBLIC OPEN HOUSE, SURVEY, AND STAKEHOLDER ENGAGEMENT

- Take advantage of **lake views** from building and outdoor spaces
- Provide **adequate restrooms** for both building and adjacent site functions
- Incorporate **interpretive layer**—history, geography, legacy, and culture—through views, interpretive signage, etc.
- Support **large outdoor events**
- Create a **4-season facility**

TECHNICAL ADVISORY GROUP FINDINGS/RECOMMENDATIONS

- Take advantage of **lake views** from building and outdoor spaces
- Organize building to reduce or **avoid conflicting traffic flows**
- Provide a **clear building entry**
- Food Service: provide **prepackaged/cold and warm concessions** with healthy food options
- Consider **café style seating** for high quality user experience
- Provide **separate outdoor restroom/changing and indoor restrooms** to avoid conflicts/cleaning issues with beach use and indoor events
- Provide separate **catering/kitchenette space** for activity room

DESIGN PHASE SCHEDULE OVERVIEW

PROPOSED SCHEDULE

- **Contract A/E & CM Services**
 - *Feb 2021 – March 2021*
- **Design – 6 Months**
 - *Feb 2021 – July 2021*
- **Bidding – 6 Weeks**
 - *July 2021 – Sept 2021*
 - *Budget Amendment Sept 2021*
- **Construction – 9 Months**
 - *Sept 2021 – 2022*
- **Key Check-in points with Board**
 - *20% Design (early April)*
 - *50% Design (mid-May)*
 - *100% Design (July – Request for Bid)*

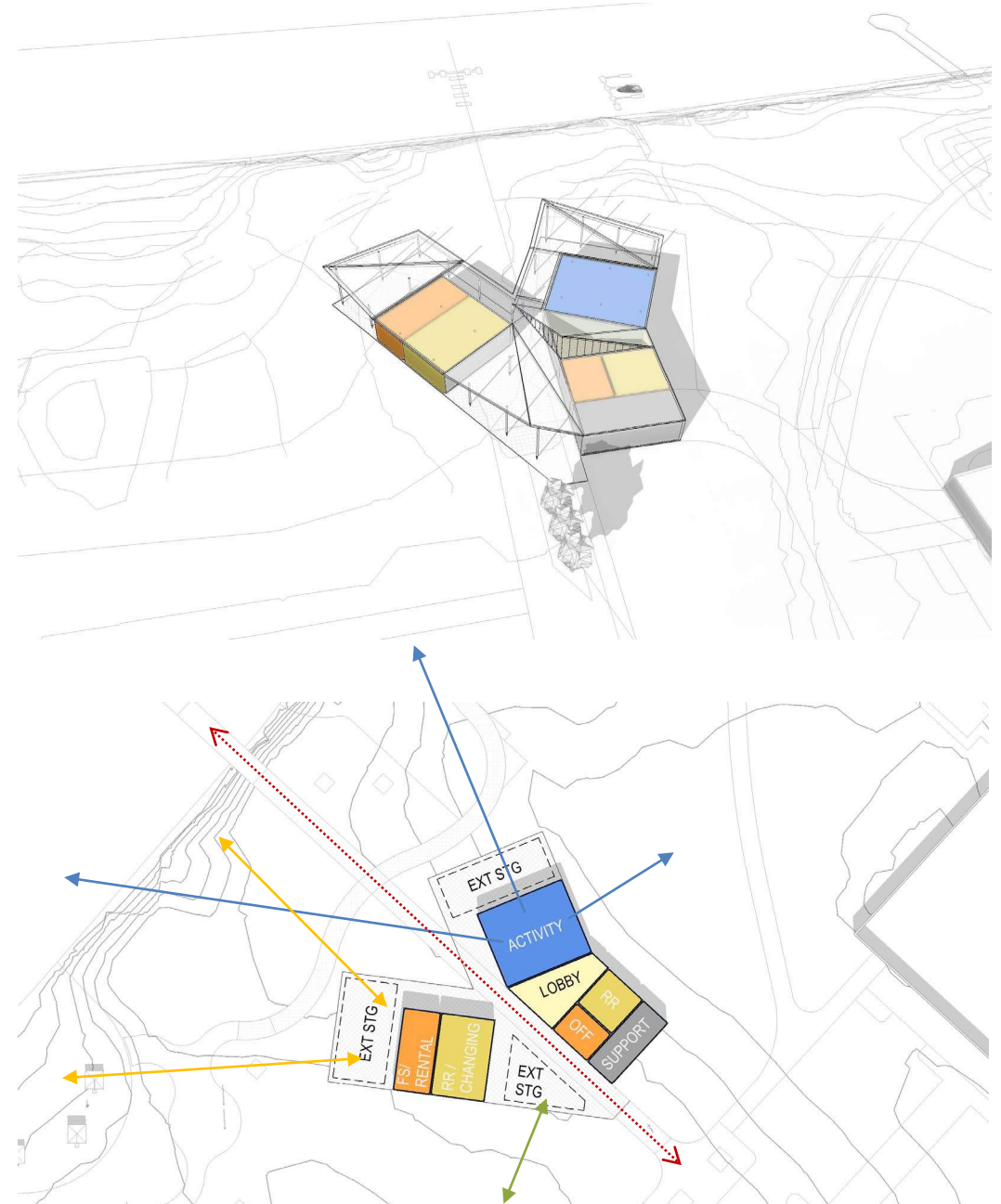
PROPOSED BUILDING AND SITE CONCEPTS

Site Development | Plan and Building Development



PROPOSED CONCEPT

- **Maximizes lake views** from Activity space
- **Maximizes lake views** from outdoor seating areas
- **Provides sheltered seating** areas for different microclimatic conditions
- **Creates close connections to beach/rental launch** from Rental/Food Service and outdoor restrooms
- **Creates a strong connection** to large lawn
- **Creates a welcoming connection** to the lake from parking



LANDSCAPE CONCEPT

CONNECT TO PARK
AMENITIES

MAXIMIZE LAKE VIEWS

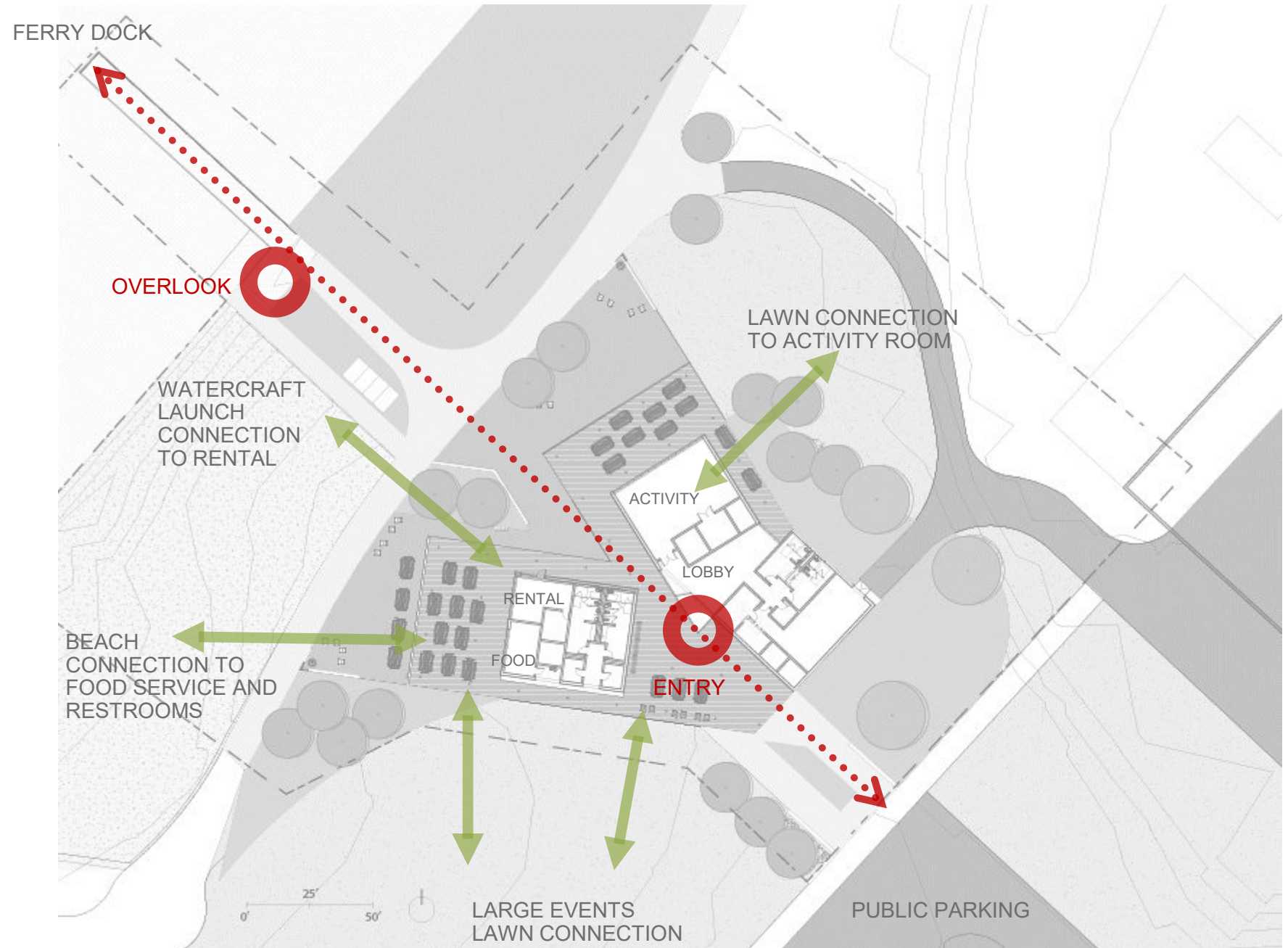
PROVIDE VARIED
SEATING AREAS

USE NATIVE
PLANTINGS



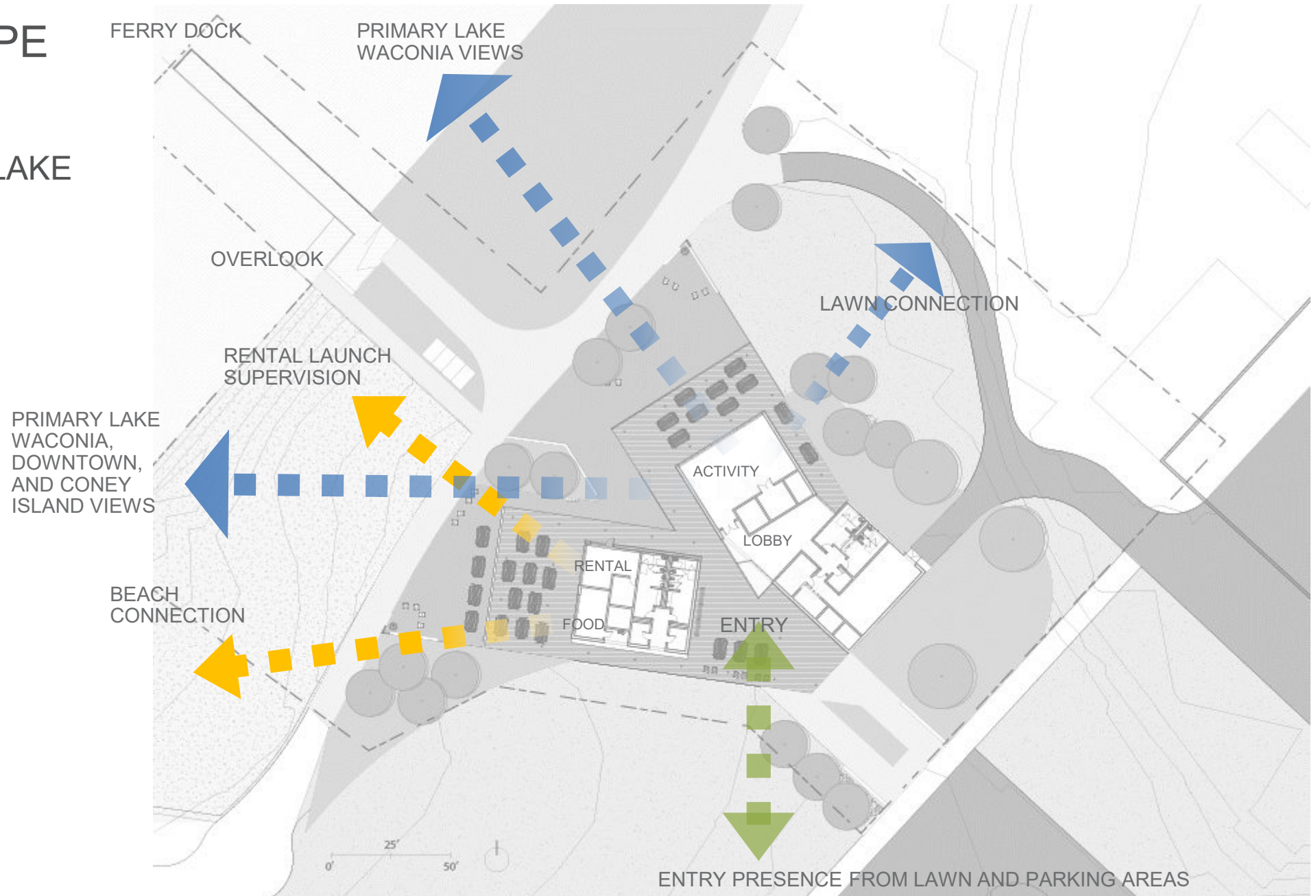
LANDSCAPE CONCEPT

MAXIMIZING
CONNECTIONS TO
THE LAKE AND
PARK



LANDSCAPE CONCEPT

MAXIMIZING LAKE
VIEWS AND
VISIBILITY

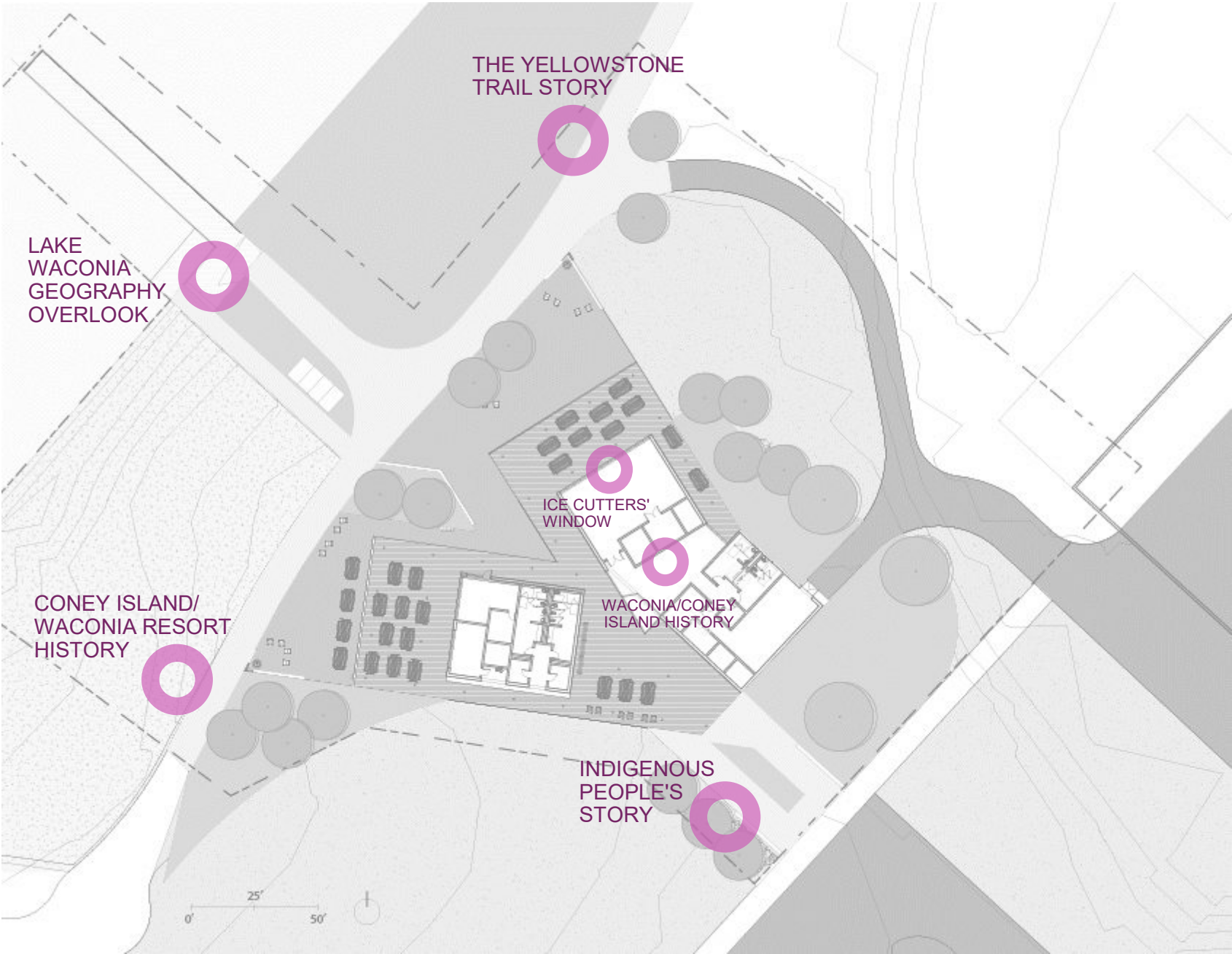


LANDSCAPE CONCEPT

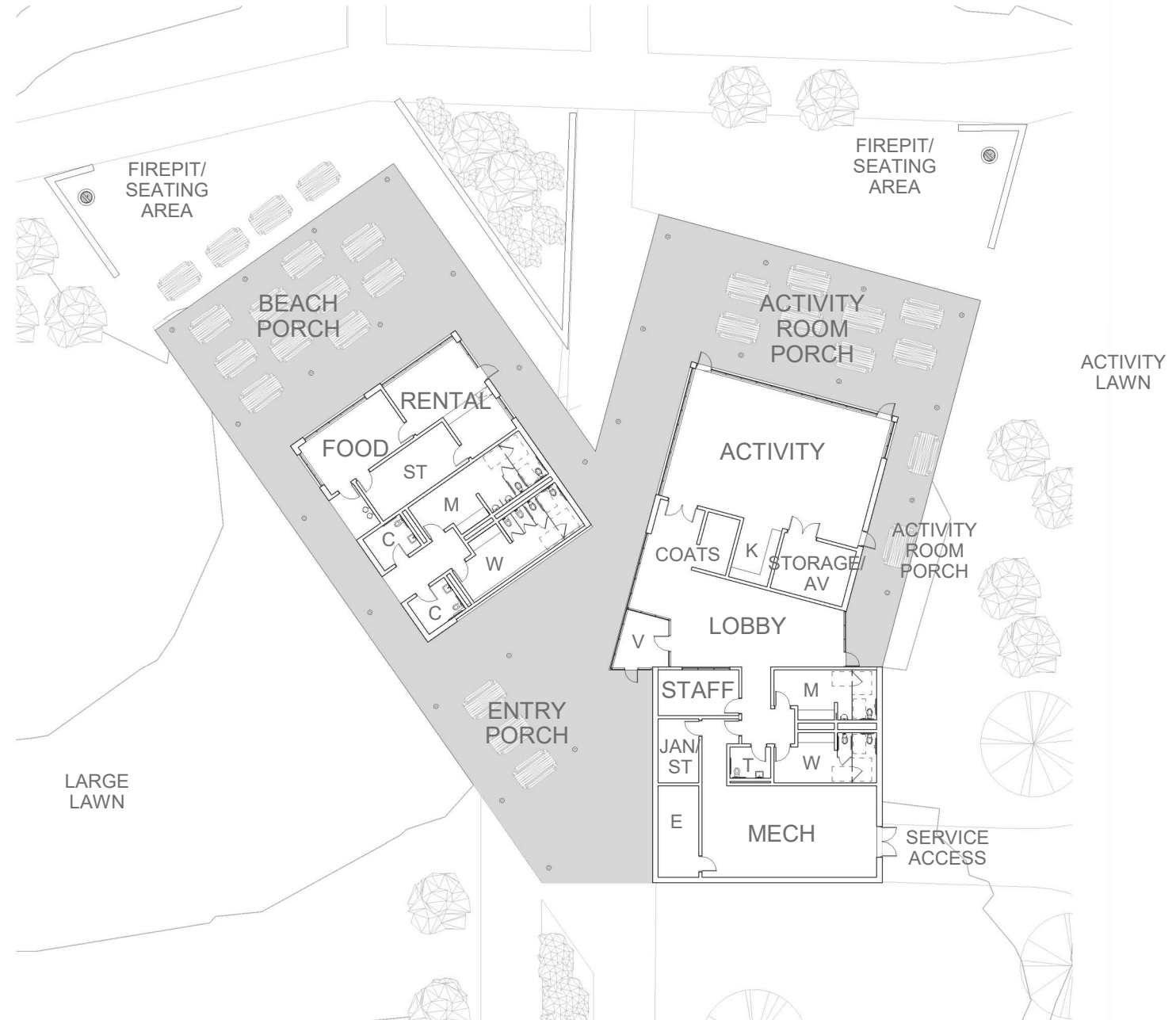
INTERPRETIVE OPPORTUNITIES



SIGNAGE EXAMPLES



ARCHITECTURAL FLOOR PLAN



PLAY KEY

C – CHANGING/GENDER NEUTRAL TOILET
 E – ELECTRICAL ROOM
 K – KITCHENETTE
 M – MENS TOILET ROOM
 ST – STORAGE
 T – GENDER NEUTRAL TOILET
 W – WOMENS TOILET ROOM
 V - VESTIBULE

ROOF CONCEPTS

DESIGN DRIVERS

Define outdoor seating areas

Define a welcoming entry area

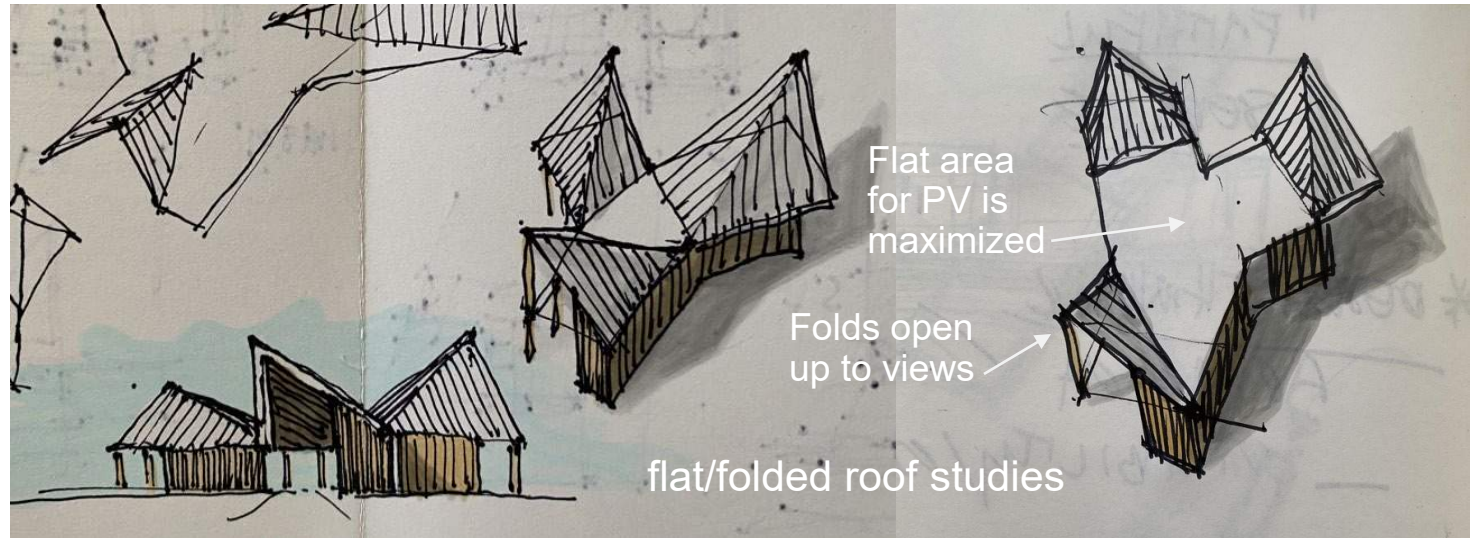
Open up to lake and other views

Provide warm/welcoming aesthetically pleasing soffit materials

Economy/cost –provide expressive roof forms at outdoor seating areas only

B3/solar photovoltaic – provide flat roof areas for most efficient and least visually intrusive solar photovoltaic panel installation

Structural design for snow loads and wind exposure (lateral and uplift)



PROPOSED CONCEPT



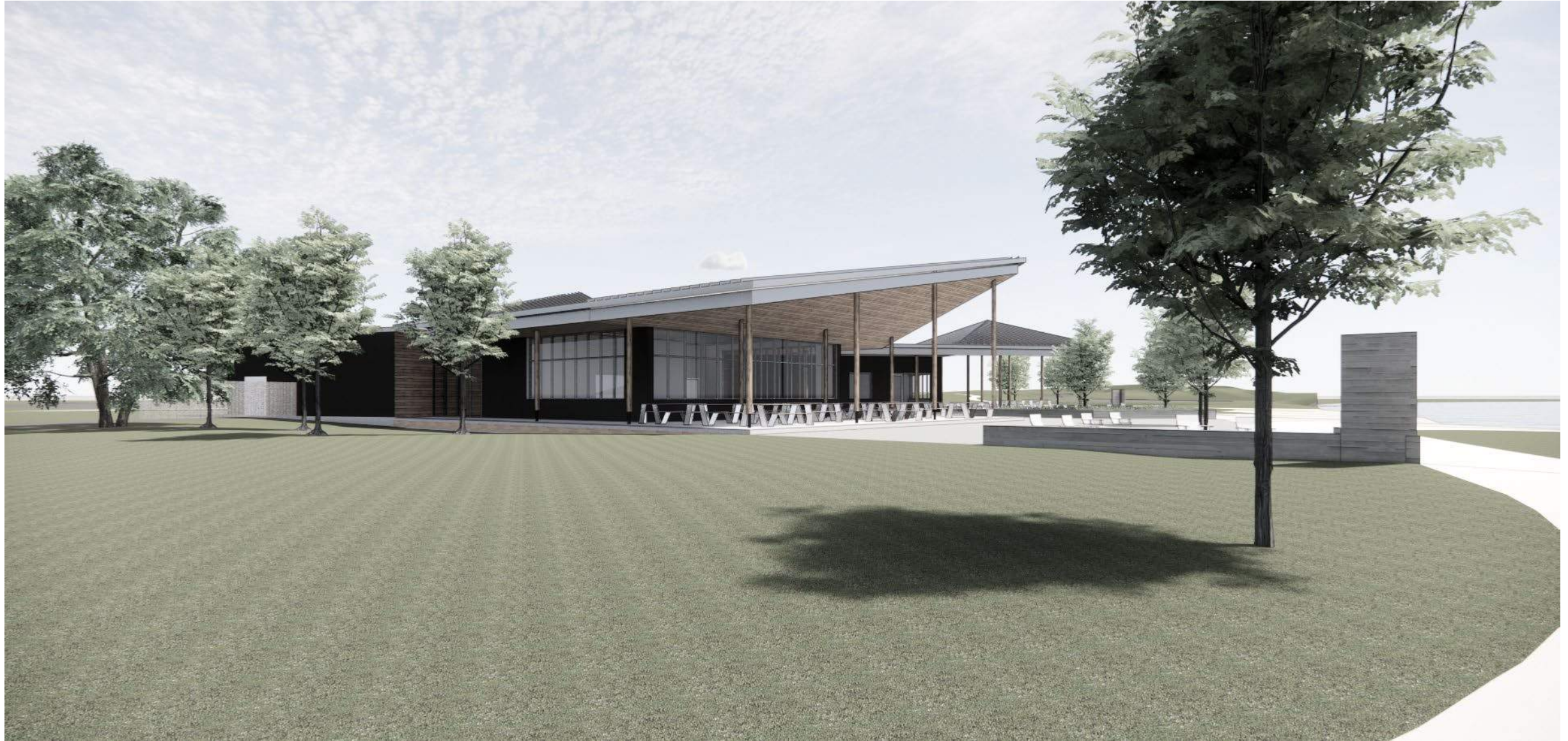
PROPOSED CONCEPT



PROPOSED CONCEPT



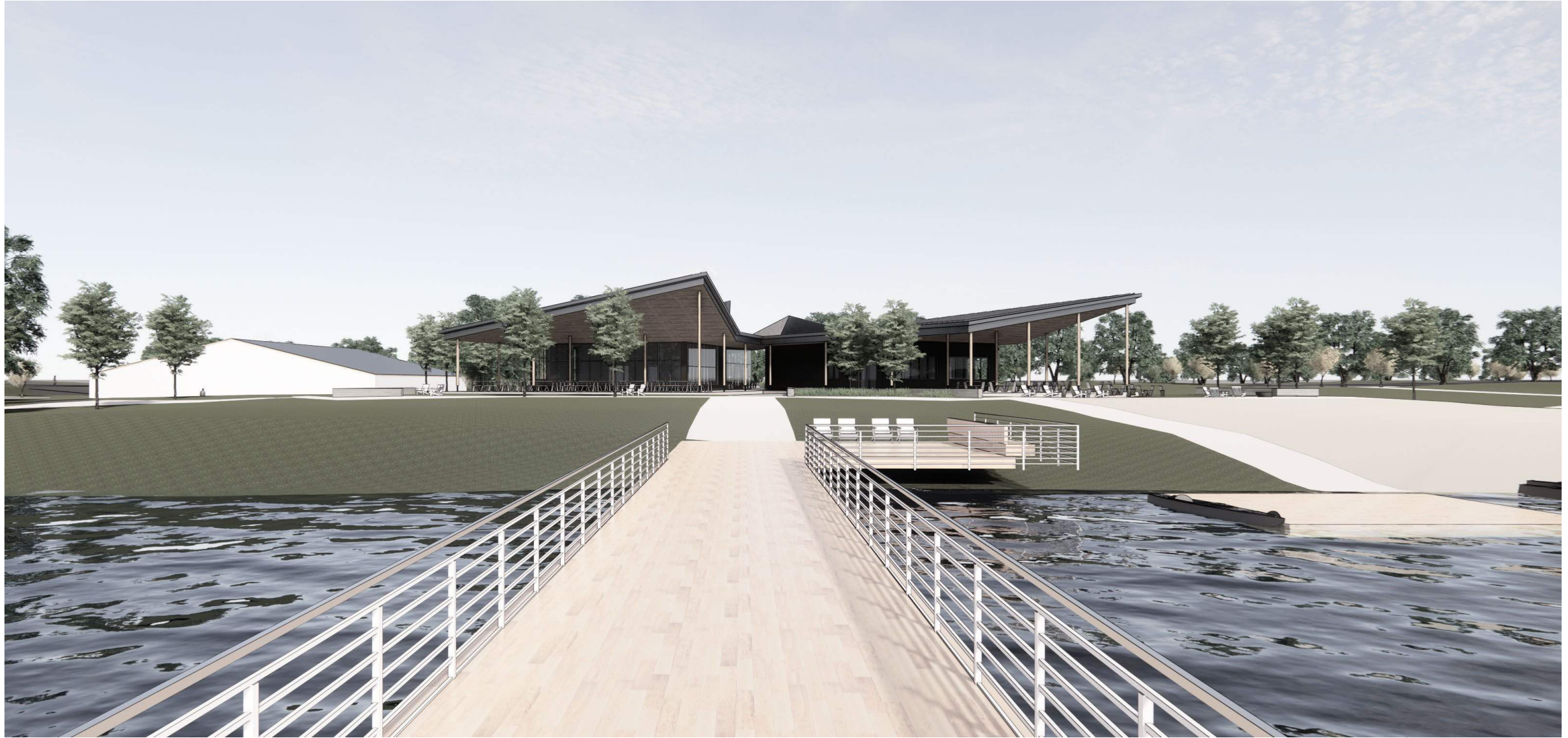
PROPOSED CONCEPT



PROPOSED CONCEPT



PROPOSED CONCEPT



QUESTIONS AND COMMENTS



NEXT STEPS

Finalize PROPOSED Concept Direction | 20% Cost Estimate | B3 Guidelines



2588 — Coney Island Boat Landing, Waconia, Minn.

Pub. for W. J. Scharrer



Thank You!

Risk Category II

Design wind speed corresponds to 7% probability of exceedance in 50 years (0.00143 in any given year – 700 MRI)

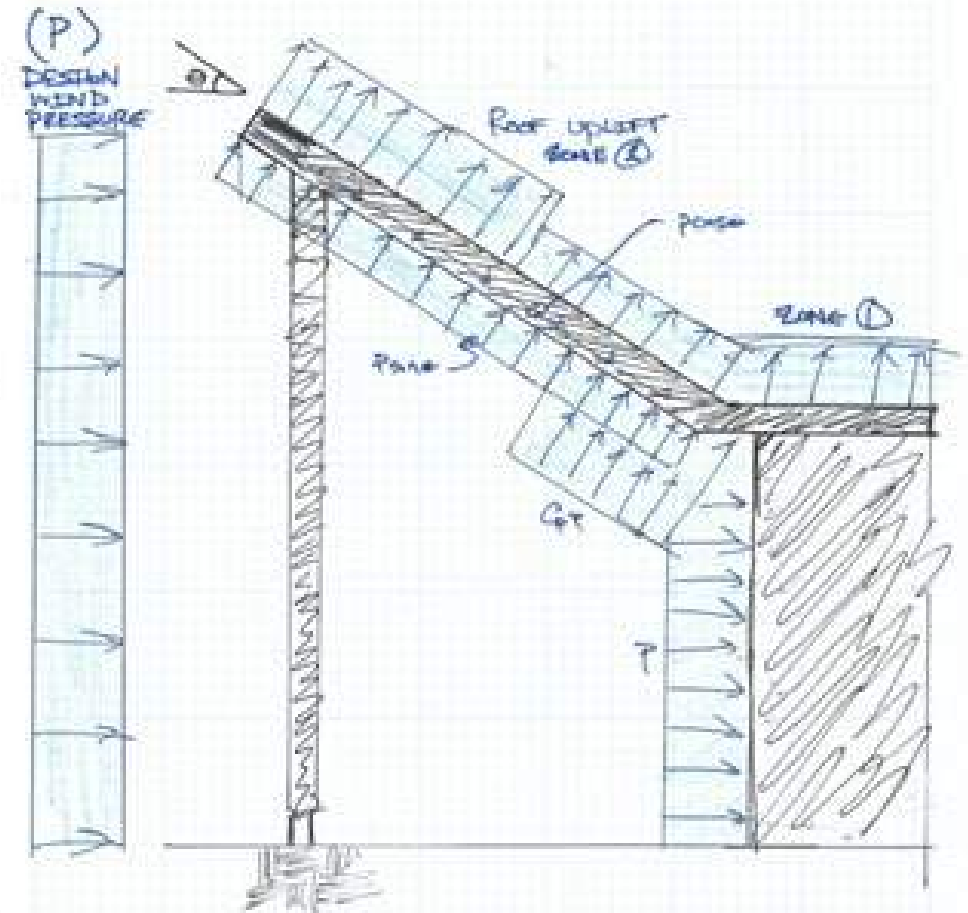
Risk Category III

Design wind speed corresponds to 3% probability of exceedance in 50 years (0.000588 in any given year – 1,700 MRI)

Risk Category IV

Design wind speed corresponds to 1.6% probability of exceedance in 50 years (0.00033 in any given year – 3,000 MRI)

WIND CONSIDERATIONS PER ASCE-7



LANDSCAPE CONCEPT

COLD SEASON
GATHERING

PROTECTED AREAS



LANDSCAPE CONCEPT

COLD SEASON
GATHERING

PROTECTED AREAS



LANDSCAPE CONCEPT

WARM SEASON
GATHERING

AREAS TO CAPTURE
BREEZES



PROPOSED CONCEPT



EXAMPLE PROJECTS – WHITETAIL WOODS



EXAMPLE PROJECTS – TRAILHEAD CENTER



EXAMPLE PROJECTS – HYLAND HILLS



EXAMPLE PROJECTS – CHANHASSEN PICNIC SHELTER



EXAMPLE PROJECTS – THE NORSEMAN

