



**Park Board Meeting  
Agenda  
July 15, 2021  
City Council Chambers  
6:30 p.m.**

	<u>Park Board Members</u>	
Chair:	Lacey Shaw	2022
Member:	Matt Wessale	2021
Member:	Adam Hegeholz	2022
Member:	Thomas Adamini	2022
Member:	Andrew Anauo	2023
Alternate:	Leah Soltis	2023
Council Liaison:	Pete Leo	

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1. Call Meeting to Order	
2. Approval of Agenda	
3. Approval of Minutes from May 20, 2021 Meeting.....	1 - 4
4. Project Updates.....	5 - 7
5. Board Updates and Questions	
6. Adjourn	

**Upcoming Meetings:**

August 19, 2021

*September 16, 2021 - cancel*

**CITY OF WACONIA  
MINUTES OF SCHEDULED MEETING  
PARKS & RECREATION BOARD  
Thursday, May 20, 2021**

Pursuant to due call and notice thereof, the Regular Meeting of the Waconia Parks & Recreation Board was called to order at 6:30 p.m. by Shaw.

**Park Board Members Present:** Lacey Shaw, Adam Hegeholz, Andrew Anauo, Thomas Adamini, Leah Soltis

**Park Board Members Absent:** Matt Wessale

**Council Liaison:** Pete Leo

**Staff Present:** Jackie Schulze, Craig Eldred

**Adopt Agenda**

Anauo made a motion to approve the agenda, seconded by Adamini. All in favor.

**Approval of Minutes from February 18, 2021 Meeting**

Anauo made a motion to approve the February 18, 2021 meeting minutes, seconded by Adamini. All in favor.

**Approval of Minutes from March 18, 2021 Meeting**

Hegeholz made a motion to approve the March 18, 2021 meeting minutes, seconded by Anauo. All in favor.

**Project Updates**

Public Services Director Craig Eldred provided updates on several ongoing projects.

*Brook Peterson Improvement Project*

The skate park was made slightly larger and the new skate park surface was installed. The skate park will be linked with the sidewalk system at the park, linking it to the restrooms and other sidewalks on the east side of the parking lot. Craig is working with Amanda Ortloff, Assistant Finance Director, on processing the grant refund request for the DNR grant which he plans to submit the week of June 7. The restrooms at the park are now in service, however did experience some slight vandalism. The mens, womens, and one family restroom are currently open. The shelter is also complete.

*Oak Pointe Park*

The playground at the park is now complete, and Craig and his team are working on final items including replacement of the park bench. We will need to finish the basketball court surface, as well.

### *2021 Improvement Project*

The boulder wall was removed; however more was removed than what was supposed to be. Engineering design was just approved for the project, as well.

### *Inclusive Playground*

Survey work is completed by the City and developers engineer. A lot of trees were removed, which were going to have to go because of the development regardless. Currently working through stormwater items – just a reminder that pond does not have an outlet. The developer plans to use the pond for park irrigation. The system will be like what we have on 10<sup>th</sup> Street. There is going to be an attempt to relocate several of the trees once the park is graded by the developer. The plan right now is for the developer to wait until spring for the parking lot improvements but will begin grading right away on the park expansion.

### *Fishing Pier*

City staff met with Gary Ecklof, owner of Ecklof Dock in mid-April to discuss pricing of a Wave Armor system which is proposed to be used as a fishing pier on Rietz Lake. The Wave Armor is similar to what we have at Cedar Point and staff find it easy to maintain. We can expect a substantial increase in price for 2022, however still should only cost about half of what we currently have programmed. Adamini asked about water level changes and Eldred stated that posts will come off if the water is high. Adamini also asked if the dock would be pulled in each fall, and Eldred responded that yes, it will. Anauo asked about lead time on the project, and Eldred stated that because it is a capital project, it is planned for 2022 and the money will then be adjusted elsewhere. Hegeholz asked about the price contingency and wanted to ensure the contingency included in the cost estimate was high enough. Eldred seemed confident that it would be.

### *Park Signs*

Currently, the City does composite park signs, not cedar. The goal is to have each developer pay for the signs. We also try to have people adopt parks in the community. We do the posts ourselves.

There was talk of taking a different approach at trail links and doing more a kiosk like sign. Eldred provided some examples. Shaw, Adamini, and Hegeholz agreed that they think the kiosk signs are a great idea.

### *War Memorial*

Starting to work on the War Memorial however it is difficult to find someone to rebuild the cannons. More to come on this project.

### **Recent Requests**

Public Services Director Craig Eldred talked about some recent requests that have been received from residents.

### *Basketball Court Discussions with HOA Groups (Crosswinds & Legacy)*

We have always talked about doing something at Clearwater Mills for basketball courts. The greenspace at Crosswinds is being used for stormwater.

### *Amphitheatre at Cedar Point Park*

An amphitheater has been brought up for Cedar Point Park in the past and was recently brought to our attention as well. Parking and utilities were discussed as potential concerns. Waterford was brought up as an option, as well as Rietz Lake Park. Adamini asked about Clearwater Mills. The Board agreed that they love the location of Cedar Point Park for an amphitheater, but there were some concerns about parking, unless you had an agreement with the school.

Shaw likes the idea of the amphitheater but wants to plan it for the future. She doesn't want to force it into a location. She thinks it is a good idea to keep in mind as we have future discussions about new park developments.

Hegeholz likes the modern look of the amphitheater but doesn't feel like it is a big priority right now. He would like to see us focus on Waterford, Sudheimer, and Rietz and get those completed.

Soltis asked about the types of events that would take place there. Music in the Park was discussed as something that could be moved.

It was brought up that the County has plans for an open-air area for bands at the regional park.

The consensus of the board was to put in capital plan, but not in the immediate future, and at a future park, not a current park. The board likes the idea of Cedar Point Park, but not sure it is the best location due to utility location and parking.

### *Skate Park*

Eldred had a conversation with a local student, Wyatt, regarding a skate park concept. Craig said the concept is great, but it fits into the future growth area for the ice arena. There are several people in town who want to see an expanded skate park system. Shaw and Soltis both like the expanded skate park idea, as it is inviting to teenagers. They think an expanded skate park is something that could be planned for in the future.

### **Board Updates/Questions**

Adamini asked about ADA compliance at City Square Park. Eldred stated we are starting this next week. Adamini asked about the gazebo, and Eldred stated that will be next year. We have \$50,000 budgeted for improvements for City Square for 2021 and \$140,000 budgeted for 2022.

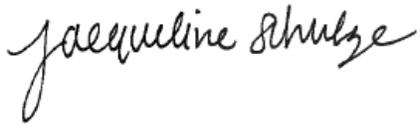
Shaw asked about an email the Park Board received about putting kid play equipment at the Terrace. Eldred stated there were discussions about moving some or all of the Waterford play equipment there. Eldred believes we could create something really nice in that area, even without it currently being in the capital plan.

Leo asked when he thinks we will be in the ground at Waterford for the playground. Craig stated he thinks June or July 2021.

### **Adjournment**

Adamini motion to adjourn. Anauo second. All in favor. Adjourn at 7:37 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "jacqueline schulze". The signature is written in a cursive, lowercase style.

Jackie Schulze  
Assistant City Administrator



## PUBLIC SERVICES DEPARTMENT MEMO

To: Park Board Members

From: Craig Eldred, Public Services Director

Date: July 15, 2021

RE: Park Project Updates and Requests

CC: Jackie Schulze, Assistant City Administrator & Pete Leo, City Council Liaison

### **Park Projects:**

**Brook Peterson Restroom Improvement Project;** Improvements have been completed and a re-imbusement request has been submitted to the DNR. I received one comment items on the request and am working with Finance on obtaining the last of the requested information.

**Oak Pointe Park Improvement Project;** The remaining items include the shelter, amenity updates and trail sealing items. We intend to start work on the shelter site preparations in a couple of weeks.

**2021 Improvement Project, Interlaken Wall Improvement @ Underpass;** While this project met some unexpected delays; the block wall has been installed and stained. The additional boulder wall to be left in place has been replaced with a small modular block wall by the Contractor at no expense to the City. The Main Contractor will begin site work to replace the trail, completed one final drainage item and the City will work on bollard light replacements removed to complete the improvement. I do not have a timetable on the completion.

**Waterford Park, Inclusive Play System Project, 2022;** Engineering items between Westwood and Bolton- Menk have been pass and Bolton-Menk has initiated work on site elevation design for the Developer improvements and Inclusive Site improvements for the project. We received a response from the DNR on award of the Outdoor Recreation Grant to the City of Waconia. I have received preliminary items from the DNR but need to work through some logistical items with them.

We continue to work with the Developer and Carver County Water Management Organization on storm water requirements for the Development and Park Improvements. There will be some additional site improvements resulting from the discussions with the CCWMO. As previously stated, I will share images and updates during our annual meetings on this subject matter.

**War Memorial Information/Update;** On August 2<sup>nd</sup> Council will meet in a work session format with Joe Gifford, 1<sup>st</sup> Vice Commander and others representing the American Legion, Post 150 on items related to the War Memorial items within City Square Park. The plan is to establish a funding page to rehabilitate the Memorials and possibly relocate the items within City Square Park. I will have more information for our August 19<sup>th</sup> Meeting. You are always Welcome to attend the work session in person.

**Capital Improvement Projects, Parks;** I will walk-through our current Capital Improvement Projects for discussion purposes. We are currently working on Capital planning for 2022-2031. I will provide an updated to what is currently in the plan relative to the Parks Area items.

**Maintenance Updates:**

**City Square Park;** finalizing the first half of sidewalk improvements for the ADA requirements. We will be requesting Council authorization to bid the remaining work scheduled for 2022 to meet the deadline of June 30, 2022.

**Interlaken Park;** We will be installing a drainage system in replacement of a retaining wall which failed early this spring. We will also be completing a forestry clearing of the shrubbery in the wooded area again. We have received a request for additional Park benches along the trail within the north portion of the park. We plan to look at additional installations if we have the amenity numbers available

**MPCA Grant;** we were recently awarded an Alternative Electric Equipment grant from the MPCA where we plan to purchase battery operated turf equipment in place of gas operated equipment.

**Trail Seal Project;** this project should be occurring pretty soon through efforts of partnership with Scott County and other Municipal Agencies. Information is forth coming on the City Website.

**TH 5 Medians;** staff will be working on this aesthetic area sometime soon with new landscaping. We plan to reduce the plant material accent and add “No-Mow” turf to the sides.

**Municipal Cemetery;** we will be working with High School students on head stone cleaning and rehabilitation soon. You may recall earlier information on this project.

**Staffing;** just this week Nick Zumbusch started work with the Public Services in the Parks area. Nick has previous municipal experience in a variety of areas.

**Seasonal Staffing;** we are finally full with seasonal staff and look forward to their assistance through the summer months. These individuals allow us to cover more area of maintenance often neglected due to our limited full-time staff numbers. Once again, our retired gentlemen take the lead in turf operation and the college and high school age group fill a necessary need to maintain the aesthetics of the community.