

6:30 PM

A thriving, connected community with deep roots: a great place to live for a lifetime.

A city that leads, serves, and governs to enhance the quality of life for all community members.

CHAIR: LACEY SHAW
MEMBER: ADAM HEGEHOLZ
MEMBER: THOMAS ADAMINI
MEMBER: ANDREW ANAUO
MEMBER: LEAH SOLTIS
ALTERNATE: BEN STRASHEIM

NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:30 P.M.

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the Community Development Director at 952-442-3106 or lbraaten@waconia.org to make certain that you are called upon during the meeting.

1. Call Meeting to Order

2. Approval of Agenda

3. Approval of Minutes

Approve Minutes of the May 19th Park Board Meeting

4. Regular Business

Windmill Creek 8th Addition “Park Dedication

The Parks & Recreation Board should review the attached Windmill Creek 8th Addition Preliminary Plat and determine if the area is suitable or desirable for park/playground/open space purposes or if payment in lieu of land is appropriate.

5. Staff Park Items Update

Park Maintenance Update

Approval of Park Maintenance Update

6. Board Updates & Questions

7. Adjourn

Upcoming Meetings



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		June 16, 2022			
Item Name:		Approve Minutes of the May 19th Park Board Meeting			
Originating Department:		Administration			
Presented by:		Shane Fineran			
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session		Discussion Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>					
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>					
Approve the regular meeting minutes of May 19th, 2022.					
Attachments:					
1. 5.19.22 PB Minutes.pdf					
FINANCIAL IMPLICATIONS:			ADVISORY BOARD RECOMMENDATIONS:		
Funding Sources & Uses:					
Budget Information:			Planning Commission		
_____ Budgeted			Parks and Recreation Board		
_____ Non Budgeted			Safari Island Advisory Board		
_____ Amendment Required			Other		

**CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
PARKS & RECREATION BOARD
May 19, 2022**

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, Leah Soltis, Adam Hegeholz, Thomas Adamini, Ben Strasheim

Park Board Members Absent: Andrew Anauo

Council Liaison: None

Staff Present: Shane Fineran, Craig Eldred, Deanna LaPlant

Guests: Randy Sorensen

Adopt Agenda

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

Approval of Minutes from April 19, 2022, Meeting

Adamini made a motion to approve the April 19, 2022, meeting minutes, seconded by Hegeholz. All in favor.

Staff Update

Parks Maintenance Supervisor Deanna LaPlant provided an update to the board regarding various maintenance activities and progress on the trail and park system.

Public Services Director provided an update to the board on the final draft of the ADA Transition Plan.

Adjournment

Strasheim motion to adjourn. Hegeholz second. All in favor. Adjourn at 6:51 p.m.

The Park Board re-convened at the Dakota Rail Trail trailhead in Mayer to perform trail clean-up along the adopted trail segment.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Shane Fineran', with a large, stylized loop at the end.

Shane Fineran
City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: June 16, 2022

Item Name: Windmill Creek 8th Addition – Park Dedication

Originating Department: Community Development

Presented by: Lane Braaten

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	
--------------------------------	---------	--	-----------------	---	--------------------	--

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

The Parks & Recreation Board should review the attached Windmill Creek 8th Addition Preliminary Plat and determine if the area is suitable or desirable for park/playground/open space purposes or if payment in lieu of land is appropriate.

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

City Ordinance states “Preliminary plats shall be submitted to the Waconia Park Board for review and comment. If, in the judgement of the City Council, after considering the input of the Park Board, the area proposed to be dedicated is not suitable or desirable for park/playground/open space purposes, because of location, size, or other reason, the City Council may require, in lieu of land dedication, a payment to the City of Waconia of a sum of \$6,000 per gross acre for each acre of land in a residential subdivision and \$5,000 per acre of land in a commercial, industrial or other land use classification.”

Further, “It shall be presumed that at least 10% of the gross land in the subdivision shall be dedicated for parks, schools, playgrounds and open space. The City, upon consideration of the particular type of development proposed in a subdivision, may require larger or lesser amounts of land to be dedicated if it determines that the present and future residents of the subdivision would require greater or lesser amounts of land for such purposes.”

The subject parcel is located along the east side of Carver Creek. The parcel is heavily wooded to the south (Outlot A) and includes a significant amount of delineated wetland area near the proposed home sites.

Site Area Calculations

Gross Site Area: 11.43 acres (less Outlot A = 3.8 acres) = 7.63 acres

Wetland Areas (undeveloped): 4.85 acres

Park Dedication Required at 10% of the Area (less wetland area) : 0.278 acres

OR

Cash in Lieu of Land Proposed = 2.78 acres x \$6,000 = \$16,680

PARK DEDICATION ANALYSIS

1. The applicant shall be required to pay park dedication upon the development of Outlot A. Outlot A was removed from the park dedication equation above.
2. The Windmill Creek 8th Addition includes two upland areas equaling a total of 2.78 acres (see attached map). The applicant is requesting that no park dedication be required for the 0.99-acre western upland area along Carver Creek as it is inaccessible for development.
3. If the Park Board were to consider removing 0.99 acres from the park dedication requirements the breakdown would be as follows:
 - a. 1.79 developable acres x 10% = 0.179 acres, or
 - b. \$10,740.00 for cash in lieu of land.

Staff requests the Parks and Recreation Board review the attached Windmill Creek 8th Addition Preliminary Plat

and make a determination regarding park land dedication or cash in lieu of land.

Attachments:

1. [Location Map Windmill Creek 8th Addition.pdf](#)
2. [Windmill Creek 8th Addition Preliminary Plat.pdf](#)
3. [Windmill Creek Upland Area Calc Map.pdf](#)

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

_____ Budgeted

_____ Non Budgeted

_____ Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

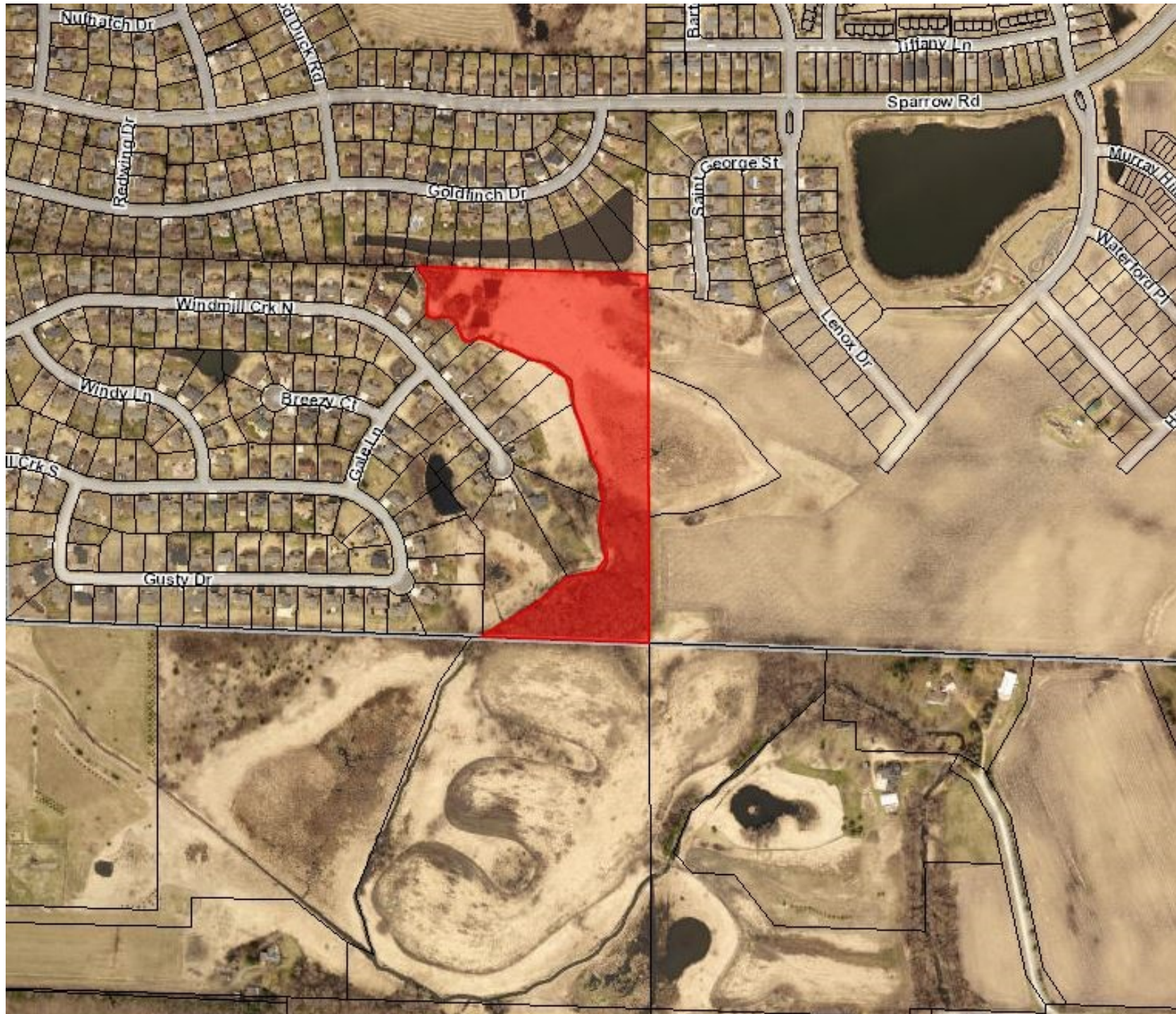
Planning Commission

Parks and Recreation Board

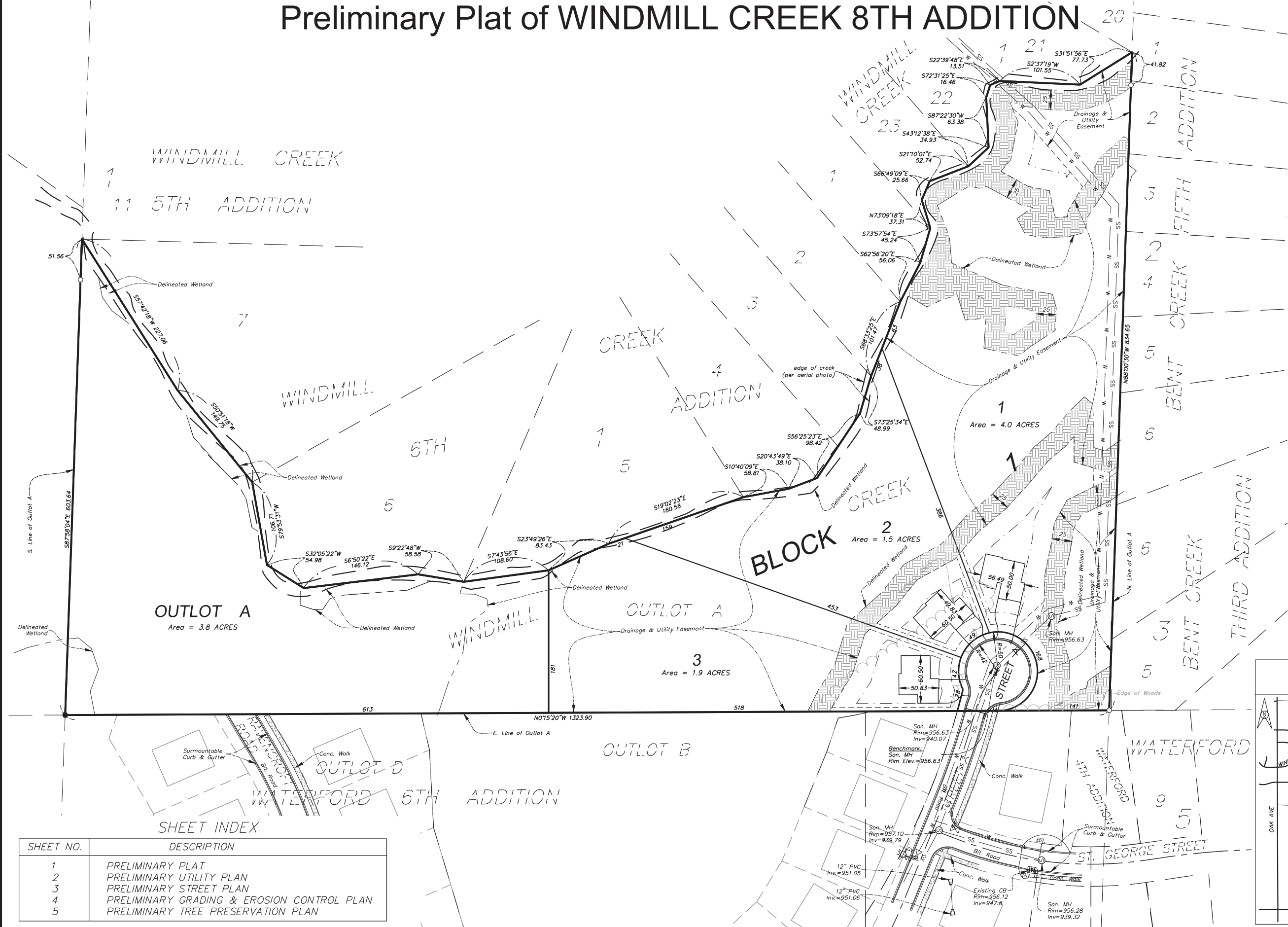
Safari Island Advisory Board

Other

LOCATION MAP—WINDMILL CREEK 8TH ADDITION



Preliminary Plat of WINDMILL CREEK 8TH ADDITION



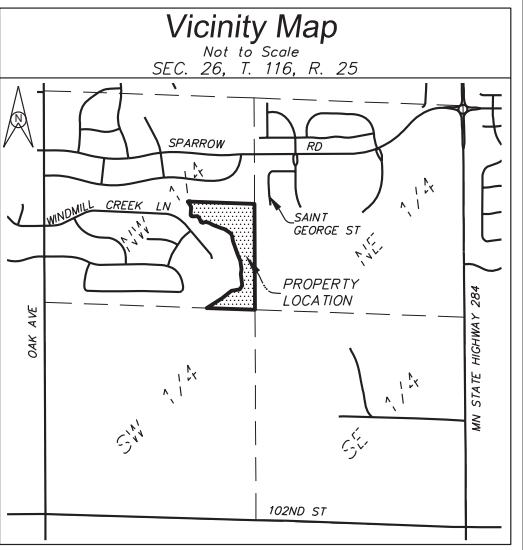
LEGEND

- W denotes Water Line
- SS denotes Sanitary Sewer Line
- ST denotes Storm Sewer Line
- denotes Sanitary Manhole
- denotes Catch Basin
- denotes Hydrant
- denotes Water Valve
- denotes Existing Culvert
- denotes Edge of Woods
- denotes Wetland Buffer
- denotes Drainage and Utility Easement
- denotes Building Setback Line
Front = 25'
Side = 10'
From Wetland = 50'

Property Description:
Outlot A, WINDMILL CREEK, Carver County, Minnesota, according to the recorded plat thereof.

Note: Wetlands Delineated By Kjolhaug Environmental Services Company

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



SHEET NO.	DESCRIPTION
1	PRELIMINARY PLAT
2	PRELIMINARY UTILITY PLAN
3	PRELIMINARY STREET PLAN
4	PRELIMINARY GRADING & EROSION CONTROL PLAN
5	PRELIMINARY TREE PRESERVATION PLAN

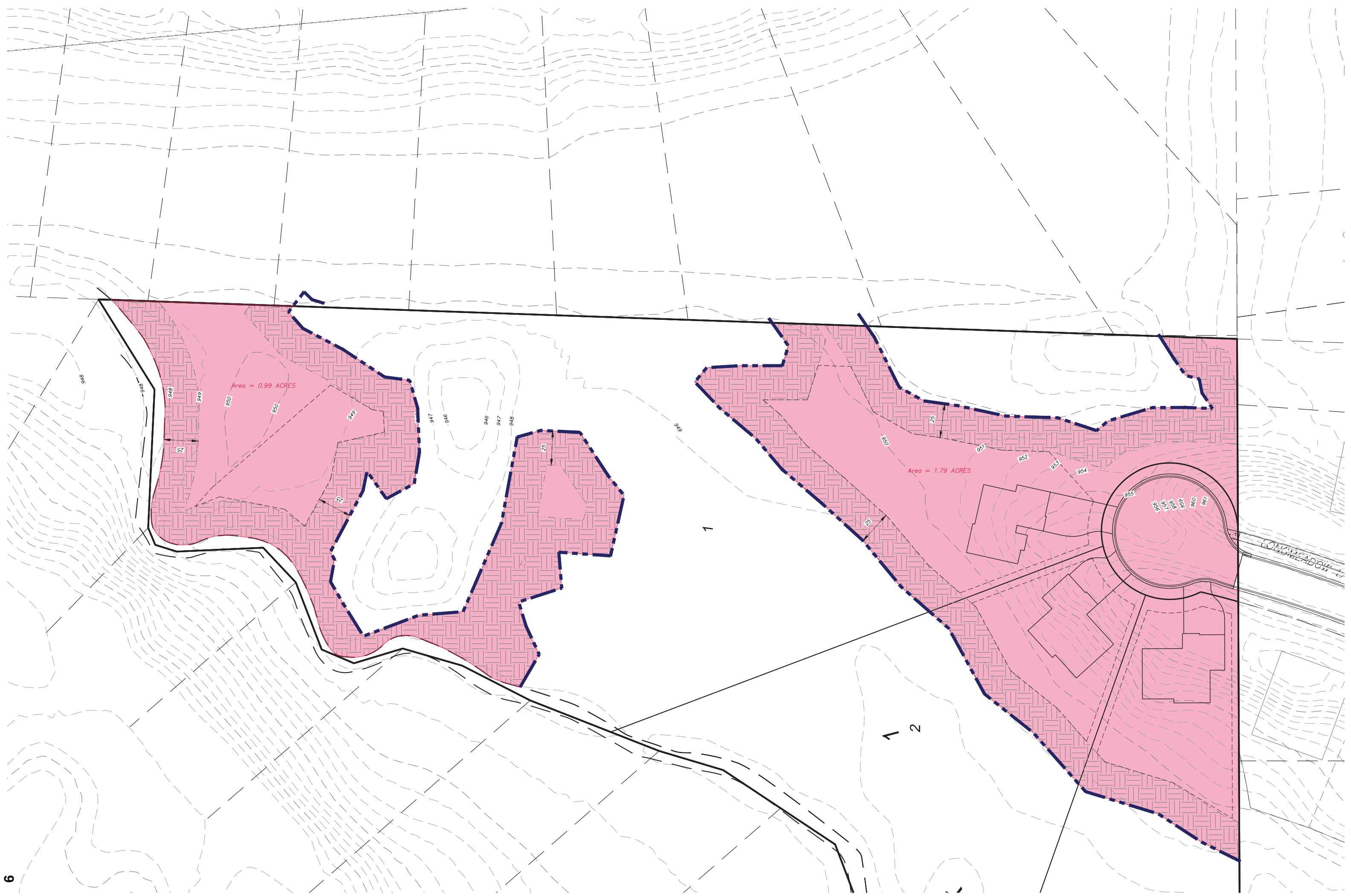
REV. NO.	DATE	BY	DESCRIPTION

DESIGNED C.S.O. DRAWN T.J.B.
CHECKED C.S.O.
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Date: 2-21-22

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

WINDMILL CREEK 8TH ADDITION
TRUMPY LAND DEVELOPMENT, INC.
WACONIA, MN

PROJECT NO:	21-0230
DATE:	2-21-22
PRELIMINARY PLAT	
SHEET NO. 1 OF 5 SHEETS	





REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		June 16, 2022					
Item Name:		Park Maintenance Update					
Originating Department:		Public Services					
Presented by:		Craig Eldred					
Previous Council Action (if any):		None					
Item Type (X only one):	☐ Consent	☐	☐ Regular Session	☒ X	☐ Discussion Session	☐	☐
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Approval of Park Maintenance Update							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Within are updates to the most recent Park Maintenance Activities since our May Park Board Meeting: City Square Park: The World War I monument was completed in full shortly after Memorial Day. KCI Conservation completed the primer and finish coat of paint on the Soldier on June 2nd. We worked with our Electrician to revise the lighting operations from a timer to a photo-cell. We have the Civil War Cannon in storage and will look at budget to see if we can move of some site work for the next phase of the project. My intuition tells me we may grade this fall after Nickle Dickle Day. Waterford Park: Staff began full removals of the play equipment and supporting elements this week. We are having our Pre-Construction Meeting on Thursday with the Play Equipment and Contractor. Site Grading may start as early as the week of June 27th. The Park Trail and amenities will be closed or non-existent for some time. The intent is to complete all the site work including the parking lot and below grade improvements associated with the programmed storm water reuse of the Waterford Development. Both projects impact the trail loop of the park. We will work to restore the trail as fast as the work and weather allows. Ash Bore: The Contractor has completed the treatment of 1,000 caliper-inches of trees in several parks and boulevards. In July, as time permits staff will begin working on ash tree removals and replacements as part of the grant project. Turf to Native Project: Prairie Restorations did complete a spray event of several of our turf areas programmed to be reverted to native plantings. We believe a second application will be necessary, but wanted the Park Board to be award of the processes taken place thus far. General Items: • We finally have all the seasonal staff aboard. • Staff have pre-treated Highway Five and 10th Street roundabout for top soil and reseeding of low-grow grass. this will eliminate further mowing and little maintenance. • Community Gardens are busy and staff monitor items related to any requests of service. • Fields Development Park; the equipment has been installed. Staff will begin cutting in the internal trail system next week. The sidewalks and trail systems for which the Developer is responsible for are being installed. • Oak Pointe Park; Staff pre-cut the shelter location and will begin work associated with preparing the area for footings and concrete. • Orchard Park; the equipment has been installed. Staff met with the Developer to discuss drainage and							

concrete curbing needs for the site. Trail work will follow.

- Staff over-seeded several Parks this past period to work on turf improvements.
- Follow-up tree watering has begun on tree's relocated or planted last season.

Attachments:

<i>FINANCIAL IMPLICATIONS:</i> Funding Sources & Uses:		<i>ADVISORY BOARD RECOMMENDATIONS:</i>	
Budget Information:		Planning Commission	
☒ Budgeted		Parks and Recreation Board	
☐ Non Budgeted		Safari Island Advisory Board	
☐ Amendment Required		Other	