WACONIA PARK BOARD MEETING AGENDA

Thursday, January 20, 2022
6:30 PM

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

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

MAYOR:	KENT BLOUDEK
COUNCILMEMBER, WARD I:	RANDALL SORENSEN
COUNCILMEMBER, WARD I:	NICOLE WALDRON
COUNCILMEMBER, WARD II:	CARL PIERSON
COUNCILMEMBER, WARD II:	PETER LEO

NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:00 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 City Administrator at 952-442-3100 or sfineran@waconia.org to make certain that you are called upon during the meeting.

1. Call Meeting to Order

2. Approval of Agenda

3. Approve Meeting Minutes November 18, 2021 Meeting Minutes
November 18, 2021 Meeting Minutes
Motion to approve Park Board meeting minutes of November 18, 2021.

4. Regular Business
Board Chair and Vice-Chair
Nominate and Select Chair and Vice-Chair positions for 2022
Sketch Plan - Cardinal Property
The Parks & Recreation Board should review the attached Sketch Plan for a portion of the property located at 10350 102nd Street and determine if the area is suitable or desirable for park/playground/open space purposes and make a recommendation to the City Council regarding dedication of land or payment in lieu of land.

5. Staff Update
Park Maintenance Activities
Discussion

6. Board Updates and Questions

7. Adjourn

Upcoming Meetings

February 17

March 17

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 20, 2022
Item Name:	November 18, 2021 Meeting Minutes
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 *(Include motion in proper format.)*

Motion to approve Park Board meeting minutes of November 18, 2021.

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

Attachments:

1. 11.18.21 Minutes.pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***
Budget Information: _____Budgeted _____Non Budgeted _____Amendment Required	Planning Commission Parks and Recreation Board Safari Island Advisory Board Other

CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
PARKS & RECREATION BOARD
Thursday, November 18, 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, Leah Soltis, Adam Hegeholz, Andrew Anauo
Park Board Members Absent: Tom Adamini, Matt Wessale

Council Liaison: Pete Leo

Staff Present: Shane Fineran, Craig Eldred, Deanna La Plant

Adopt Agenda

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

Approval of Minutes from August 19, 2021, Meeting

Hegeholz made a motion to approve the August 19, 2021, meeting minutes, seconded by Anauo. All in favor.

Preliminary Plat – Sandy Shores

Fineran presented the preliminary plat for Sandy Shores development. This is a 2.87-acre parcel directly north of the Shores of Lake Waconia neighborhood. The parcel is proposed to be developed into 3 lakeside lots and one out lot. Under the City's Park dedication requirement, they are required to donate land or cash in lieu of for park purposes. The area to be dedicated would be 12,501.72 sq ft or cash value of $17,220.00. The Board discussed connectivity in the area to other park amenities and relatively small area of land to be dedicated.

Hegeholz moved, seconded by Anauo to recommend that the cash vale of $17,220.00 be accepted as park dedication. All in favor.

Inclusive Playground Site Plan & Equipment List

Eldred presented the final draft of the proposed layout for the reconstruction of the Waterford Park to support the inclusive playground project. Noted in the site plan is parking, trail, and sidewalk improvements that will access the playground area. Eldred also reviewed the new renderings of the playground area layout and equipment list based upon the site plan. The playground equipment, surfacing, and container total estimate is $642,219.09. The remainder work related to the site plan to include grading parking, drainage, sidewalk, and trails is $444,000. It was noted that to date $256,000 has been raised through community fundraising efforts and the city was successful in being awarded with a Minnesota DNR grant totaling

$250,000. The remainder balance of the project costs totaling $1,086,219.00 has been appropriated by the City Council through PIR cash, Siegele assessment, and ARRA funds. It was also noted that the developer of Waterford Additions will be contributing to the overall project.

Hegeholz motioned, seconded by Soltis, to recommend acquisition of playground equipment from Flagship Recreation and development of plans and specifications for site plan construction. All in favor.

Staff Updates

New Park Maintenance Supervisor, Deanna LaPlant introduced herself and provided updates as to maintenance activities recently completed by Park Maintenance staff.

Eldred provided updates related to winter snow removal operations for trails and sidewalks, 2021 park maintenance and capital projects, concepts for relocating Waterford Park playground equipment to Lakeview Terrace Park, and the draft ADA transition plan for sidewalks and trails in the community.

Adjournment

Anauo motion to adjourn. Hegeholz second. All in favor. Adjourn at 7:29 p.m.

Respectfully Submitted,

Shane Fineran
City Administrator

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 20, 2022
Item Name:	Board Chair and Vice-Chair
Originating Department:	Administration
Presented by:	Shane Fineran
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.)*

Nominate and Select Chair and Vice-Chair positions for 2022

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

Per ordinance the Park Board shall select a chair and vice-chair for the upcoming year. Members hall nominate themselves or another for the position with the board majority voting for the selection.

Attachments:

FINANCIAL IMPLICATIONS:	***ADVISORY BOARD RECOMMENDATIONS:***
Funding Sources & Uses:	
Budget Information: _____ Budgeted X Non Budgeted _____ Amendment Required	Planning Commission Parks and Recreation Board Safari Island Advisory Board Other

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 20, 2022					
Item Name:	Sketch Plan - Cardinal Property					
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 Sketch Plan for a portion of the property located at 10350 102nd Street and determine if the area is suitable or desirable for park/playground/open space purposes and make a recommendation to the City Council regarding dedication of land or payment in lieu of land.

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, located at 10350 102nd Street, is currently located within Waconia Township. The portion of the property lying north and westerly of Carver Creek is included in the City's 2040 Comprehensive Plan as developable as medium density residential and is located with Transition Area 2, which assumes development between 2020 and 2030. All of the area south and east of Carver Creek is identified as UR, Urban Reserve. Urban Reserve is identified in the Comprehensive Plan as follows:

Urban Reserve

Rural area within the township. Typically includes farming and very low-density housing (not exceeding one house per 40 acres). Land in Urban Reserve is not planned to be annexed until after year 2040, if ever.

Site Area Calculations

Site Area: 15.2 acres (area defined in Attachment #2)
Park Dedication Required at 10% Gross Area: approx. 1.16 acres
Cash in Lieu of Land Proposed (approx.*) = 11.6 acres x $6,000 = $69,600*
*The land dedication and cash in lieu amount above is approximate as the overall area needed for ponding has not been designed. City Code requires 10% of the gross area less delineated wetlands, stormwater retention areas and steep slopes exceeding 18% that remain undeveloped.

Planning Considerations

1. The Woodland Creek Residential development, approved in 2019, which is directly north of the subject parcel, included a recommendation from the Park Board to accept Outlot E of Woodland Creek in order to meet the Park Dedication requirements. Outlot E is the approx. 4 acre parcel located in the southeast corner of the Woodland Creek residential development on the south and east side of Carver Creek. (See Attachment #4).

2. The 2040 Comprehensive Plan identifies a future Creekside trail along Carver Creek extending east. It has not yet been determined if the trail will be located on the north or south side of the creek, but the City is acquiring the necessary easements and/or necessary areas in order to retain the necessary areas for construction in the future. At this point in time, it is assumed the trail will be located on the north side of the creek, so any park areas to the south would require construction of a bridge to access.

Staff requests the Parks and Recreation Board review the attached Cardinal Property Sketch Plan and make a recommendation to the City Council regarding park dedication. Upon a recommendation from the Parks and Recreation Board said comments will be provided to the City Council for review during their consideration of the subdivision application.

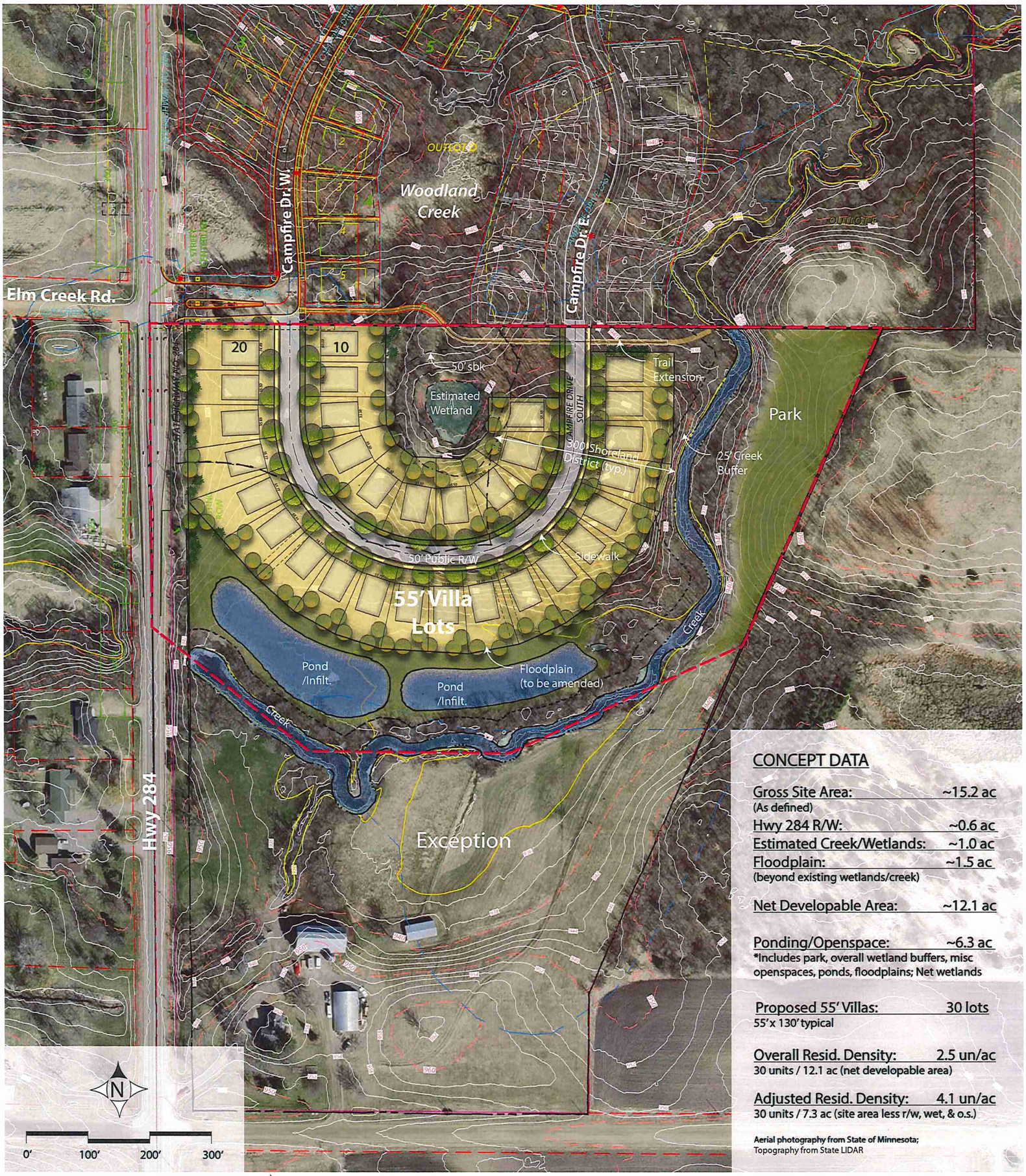
Attachments:

1. SKETCH PLAN_CARDINAL PROPERTY_ATTACH.pdf

FINANCIAL IMPLICATIONS:	***ADVISORY BOARD RECOMMENDATIONS:***	
Funding Sources & Uses:		
Budget Information: _____ Budgeted __X__ Non Budgeted _____ Amendment Required	Planning Commission	
	Parks and Recreation Board	
	Safari Island Advisory Board	
	Other	

LOCATION MAP—CARDINAL PROPERTY

Concept Sketch Plan



CONCEPT DATA

Gross Site Area: (As defined)	~15.2 ac
Hwy 284 R/W:	~0.6 ac
Estimated Creek/Wetlands:	~1.0 ac
Floodplain: (beyond existing wetlands/creek)	~1.5 ac
Net Developable Area:	~12.1 ac
Ponding/Openspace:	~6.3 ac

*Includes park, overall wetland buffers, misc openspaces, ponds, floodplains; Net wetlands

Proposed 55' Villas: 55'x 130' typical	30 lots
Overall Resid. Density: 30 units / 12.1 ac (net developable area)	2.5 un/ac
Adjusted Resid. Density: 30 units / 7.3 ac (site area less r/w, wet, & o.s.)	4.1 un/ac

Aerial photography from State of Minnesota;
Topography from State LIDAR

Westwood
Phone (952) 937-5150
Fax (952) 937-5822
Toll Free (888) 937-5150
12701 Whitewater Drive
Minnetonka, MN 55343
westwoodps.com
Westwood Professional Services, Inc.

Hartman Communities LLC.

12-08-2021 0034315

Cardinal Property

Waconia, MN

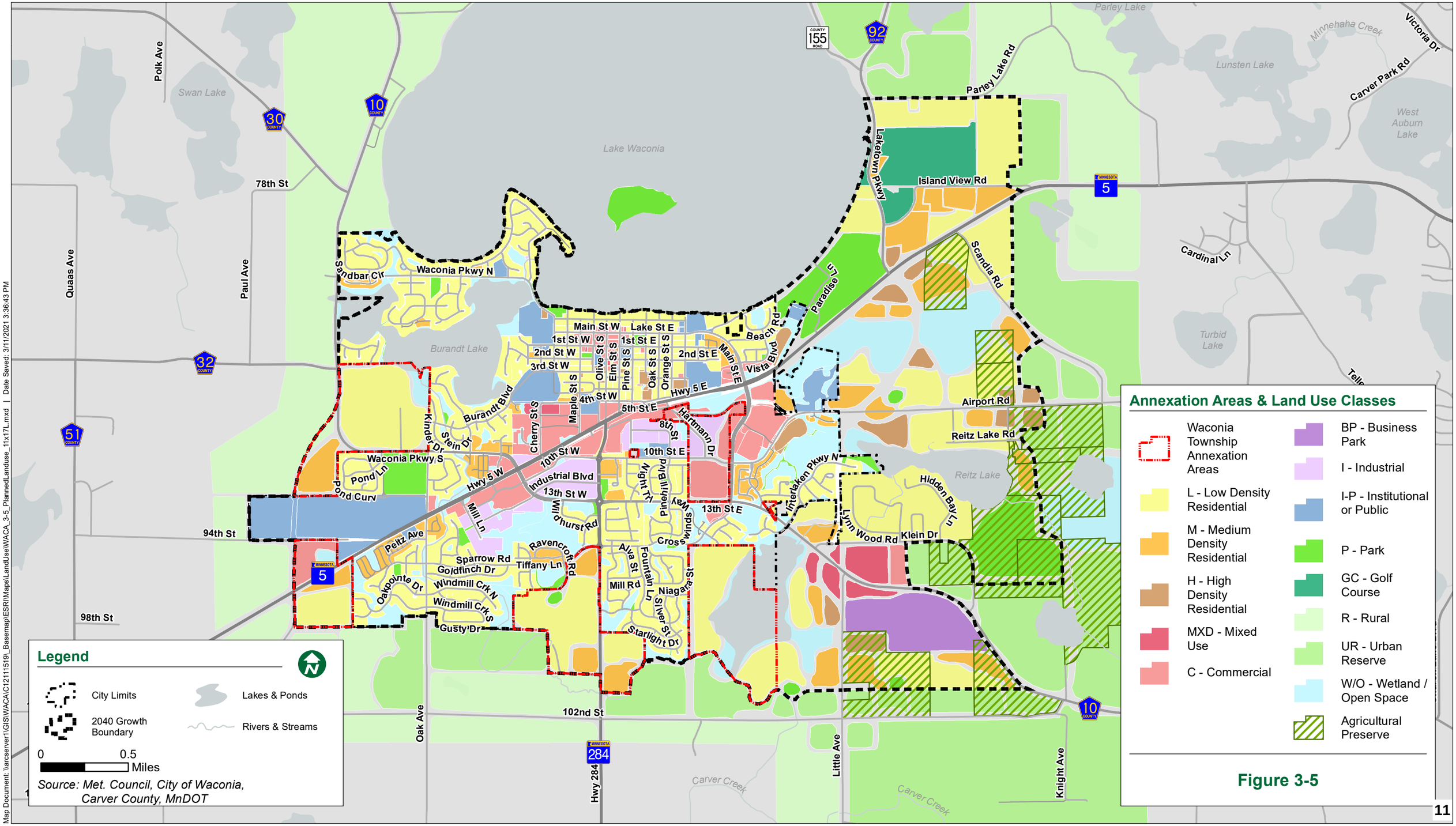
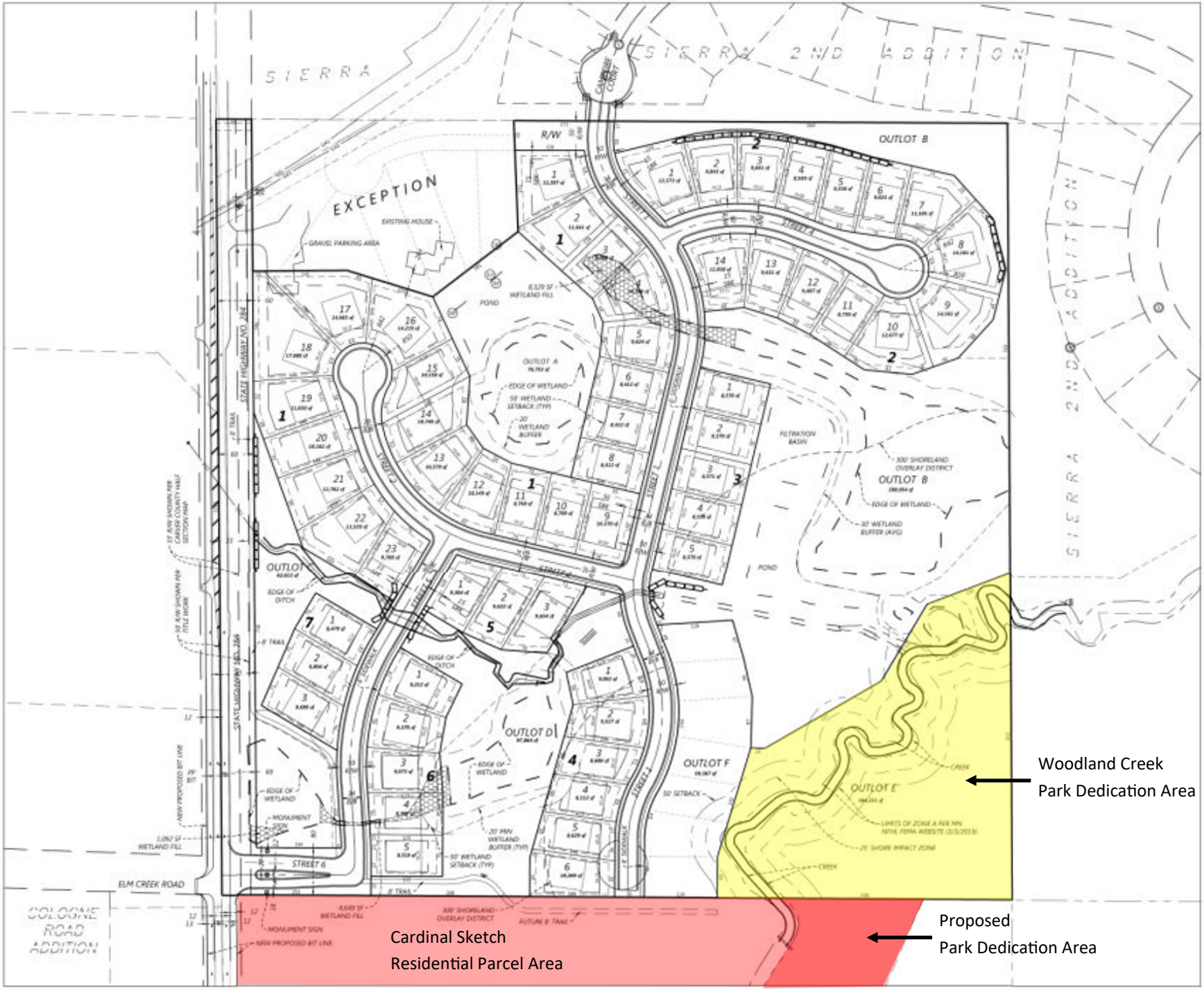


Figure 3-5

Map Document: \\arcserver1\GIS\WACA\C12111519_Basemap\ESRI\Maps\LandUse\WACA_3-5_PlannedLanduse_11x17L.mxd | Date Saved: 3/11/2021 3:36:43 PM


SIERRA
SIERRA 2ND ADDITION
EXCEPTION
OUTLOT B
R/W
OUTLOT A
OUTLOT D
OUTLOT E
OUTLOT F
POND
FILTRATION BASIN
STREET 1
STREET 2
STREET 3
STREET 4
STREET 5
STREET 6
ELM CREEK ROAD
COLOGNE ROAD ADDITION
Woodland Creek
Park Dedication Area
Proposed
Park Dedication Area
Cardinal Sketch
Residential Parcel Area

Campfire Dr. E
CAMPFIRE DRIVE SOUTH
OUTLOT E
Trail Extension
Park
300' Shoreland District (typ.)
25' Creek Buffer
~1.9 acres
Sidewalk
Creek
Floodplain (to be amended)

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 20, 2022					
Item Name:	Park Maintenance Activities					
Originating Department:	Public Services					
Presented by:	Craig Eldred					
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.)*

Discussion

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

Oak Pointe Park; we have to complete the shelter installation and bench replacements to date.

War Memorial, City Square Park; the Legion acquired enough funds to allow staff to execute the first restoration agreement for the World War I Memorial to be reconditioned. Council approved staff executing the agreement with KCI Conservation. Staff also submitted a grant in partnership with the Legion for Legacy dollars through the Clean Water, Land & Legacy Amendment provided by the Minnesota Office of Grants Management for Veterans Memorial Preservation, Culture and Heritage of Minnesota. The application was for the full $72,750.00 for fiscal year 2022.

2022 Projects:

- Reitz Lake Fishing Pier; **staff obtained approval for acquisition of the fishing pier on December 6th, 2021. The Wave Armor system has been ordered from Eklof** Dock with planned installation in late May or June.
- **City Square ADA Improvement;** the project will be bid shortly. Staff received authorization to bid the work from City Council.

Waterford Inclusive Play Equipment:
Staff acquired City Council authorization to order the Inclusive Play System Equipment on December 6th, 2021. The equipment has been ordered and we expect to see delivery in the spring with a tentative installation date of late June early July. Staff and our Engineers along with the Developers Engineer are working on finalizing site plans and elevations for the site improvements.

Existing Waterford Play Equipment:
I have had discussions with Landscape Structures Representative on re-utilizing the existing equipment from Waterford Park for Lakeview Terrace Park. Attached is an image of the equipment layout. The purpose is discussion purposes only at this point as we intend to look at Capital Improvements in greater detail in February

ADA Transition Plan:
I wanted to follow-up with information on the ADA Transition Plan. City Council will have viewed and discussed this on January 18th. The intent is to provide the public opportunity to comment on the transition plan starting in early February. We plan to provide additional information at the first City Council meeting in February and the February Newsletter. The comment period will end on March 15th. In April staff will work with our Engineers on finalizing the plan in April. Upon completion, staff will provide an update to the Park Board and City Council.

Ash Bore Management:
Staff presented and received approval from City Council for an Emerald Ash Bore Management Plan on January 3, 2022. Staff also received permission to submit a MNDNR grant application guided upon Community Forest Management. The application is due January 24th, 2022. The intent of the grant is to initiate treatment, removal, and replacement strategies of existing Ash trees in the community. The grant is a “No Match” component, which

would support the Park and Street Budgets if awarded for Ash tree replacements.

Attachments:

1. Proposed Colored Rendering Site Plan.pdf
2. Proposed Equipment Layout.pdf

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	***ADVISORY BOARD RECOMMENDATIONS:***	
Budget Information: _____Budgeted _____Non Budgeted _____Amendment Required	Planning Commission	
	Parks and Recreation Board	
	Safari Island Advisory Board	
	Other	

landscape structures

Lakeview Terrace Relocate

LakeviewTerrace_Waconia 102821_Render • 11.08.2021

flagship recreation

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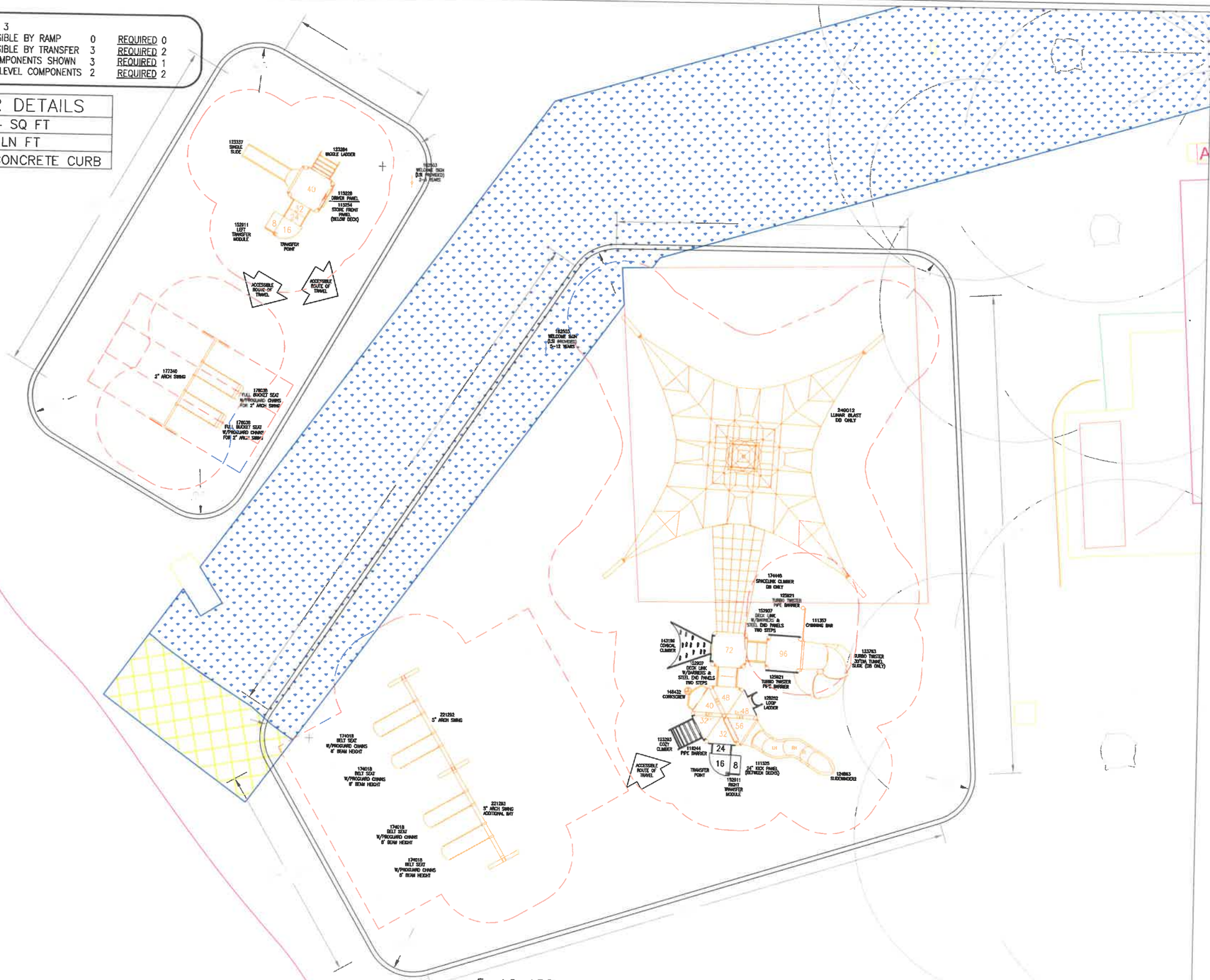
2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS 3		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	3	REQUIRED 2
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	3	REQUIRED 1
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	2	REQUIRED 2

2-5 CONTAINER DETAILS	
TOTAL AREA	1274 SQ FT
TOTAL PERIMETER	146 LN FT
EDGING TYPE	6" CONCRETE CURB



5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS 7		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	6	REQUIRED 4
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	6	REQUIRED 2
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	3	REQUIRED 3

5-12 CONTAINER DETAILS	
TOTAL AREA	4617 SQ FT
TOTAL PERIMETER	266 LN FT
EDGING TYPE	6" CONCRETE CURB

flagship recreation

FLAGSHIP RECREATION
11123 UPPER 33RD ST N
LAKE ELMO, MN 55082
763-550-7860
FLAGSHIPPLAY.COM
@FLAGSHIPPLAY

landscape structures

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGE RANGES AS NOTED ON PLAN.

LAKEVIEW TERRACE
RELOCATE

WACONIA, MN

SALES REPRESENTATIVE:
Bailey Wolf

DESIGNED BY:
JLT
10/28/2021

3/16" = 1'-0"

SHEET
LS101

D:\Users\Jlaye\Projects - Documents\Projects - Documents\2022 - Planning\Bailey\MN_Waconia Lakeview Terrace\Preliminary Design\LS101\LakeviewTerrace_Waconia 102021.dwg