

WACONIA PARK BOARD MEETING AGENDA



Thursday, January 16, 2025
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.

CHAIR: LACEY SHAW
MEMBER: ADAM HEGEHOLZ
MEMBER: THOMAS ADAMINI
MEMBER: LEAH SOLTIS
MEMBER: BEN STRASHEIM
MEMBER: TAMI PETERSON
ALTERNATE MEMBER: LUCAS REINERS

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**
 - 1) [Approve meeting minutes of the November 21, 2024 Park Board meeting.](#)
Motion to approve.
4. **Regular Business**
 - 1) [Board Chair and Vice-Chair](#)
Nominate and Select Chair and Vice-Chair positions for 2024.
 - 2) [Island View Estates Neighborhood Park Development Process](#)
Discussion & Direction
5. **Staff Park Items Update**
6. **Board Updates & Questions**
7. **Adjourn**

Upcoming Meetings February 20, 2025



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: January 16, 2025

Item Name: Approve meeting minutes of the November 21, 2024 Park Board meeting.

Originating Department: Administration

Presented by: Shane Fineran

Previous Council Action (if any):

Item Type (X only one):	Consent	<input checked="" type="checkbox"/>	X	Regular Session	<input type="checkbox"/>	Discussion Session	<input type="checkbox"/>
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Motion to approve.

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

Attachments:
 1. [11.21.24 Park Board Minutes.pdf](#)

FINANCIAL IMPLICATIONS: Funding Sources & Uses:		ADVISORY BOARD RECOMMENDATIONS:	
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
November 21st, 2024**

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

Park Board Members Present: Lacey Shaw, Ben Strasheim, Tom Adamini, Adam Hegeholz, Leah Soltis.

Park Board: Tami Peterson

Council Liaison: Nick Gleason

Staff Present: Shane Fineran, Mike Mawdsley

Guests: Mike Jensen, Adam Breiter

Adopt Agenda

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

Approval of Minutes from September 19th, 2024 Meeting

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

Regular Business

1. Sudheimer Park Phasing Plan

Administrator Fineran reviewed the phasing plan developed following input from the Park Board at the August meeting. The phasing plan was split into three phases commencing in 2027 and completing in 2030. Elements completed in phase 1 include bituminous trail development, trail head components and grubbing for both. Phase 2 includes gravel or limestone trail development, addition of a natural play/interactive area, fitness features, and grubbing for all. Phase 3 includes additional gravel/limestone trail loop development, boardwalk across the central area of the park, and grubbing for all.

All phases are estimated cost approximately \$540,000. The phasing plan allows for specific elements to be completed over time, reducing the one time impact to the capital investment plan. The three phases were incorporated into the CIP as part of the 2025 budget discussions with the City Council and will be presented for adoption in December.

2. Park Playground CIP

Administrator Fineran reviewed information presented to the CIP committee of the City Council detailing out the programmed replacement of various playground elements throughout the system. The plan was developed based upon the age of the existing installation and created a clearer justification for timing in the CIP. There were a number of playgrounds nearing their

expected 20 year life expectancy and continued delaying of these investments could potentially create a back log of replacements that would put pressure on the cash flow of the CIP.

Staff Updates

Mike Mawdsley, Park Maintenance Supervisor provided an update to the end of fall maintenance activities occurring throughout the system, plans to create an outdoor recreational skating rink this coming winter, and winter preparations of equipment and facilities for snow and ice control.

Board Updates

Adam Hegeholz was recognized and thanked for his years of service to the Park Board. Mr. Hegeholz will complete his 2nd term on the board at the end of 2024 and will term out.

Adjournment

Adamini motion to adjourn. Soltis second. All in favor. Adjourn at 7:35 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Shane Fineran". The signature is stylized with a large, looping initial "S" and a long, sweeping underline.

Shane Fineran
City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 16, 2025
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	<input type="checkbox"/>	Regular Session	<input checked="" type="checkbox"/>	Discussion Session	<input type="checkbox"/>
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Nominate and Select Chair and Vice-Chair positions for 2024.

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 shall nominate themselves or another for the position with the board majority voting for the selection.

Attachments:

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	ADVISORY BOARD RECOMMENDATIONS:
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Budget Information: <input type="checkbox"/> Budgeted <input checked="" type="checkbox"/> Non Budgeted <input type="checkbox"/> Amendment Required	Planning Commission	<input type="checkbox"/>
	Parks and Recreation Board	<input type="checkbox"/>
	Safari Island Advisory Board	<input type="checkbox"/>
	Other	<input type="checkbox"/>



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 16, 2025
Item Name:	Island View Estates Neighborhood Park Development Process
Originating Department:	Administration
Presented by:	Shane Fineran

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Discussion & Direction

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

In 2026, the Capital Investment Plan has identified the development of park space located in the Island Estates neighborhood with a budget of \$250,000. This park space is located at 161 Maple Terrace and is approximately .42 acres in size. This park space was initially dedicated to the city for park purposes as part of the development and helped meet park dedication requirements of the development. This was in addition to the dedication and development of wooded outlot on the west and south side of the neighborhood that was preserved for natural open space and trail connectivity. The park lot is served adjacent to street via sidewalk access that connects the entire neighborhood as well as has a trail terminating in the northwest corner of the park adjacent to Island View Road. The park lot is relatively level.

This area is consistent with the definitions found in the Comprehensive Plan for a neighborhood park. Neighborhood parks are generally designed to accommodate and meet the needs of surrounding residents and could feature multi-purpose open plan areas, play equipment, including accessible play areas, hard courts, picnic shelter, and trail loops.

In advance of the development of the 2026 capital improvement plan budget, staff is seeking discussion and direction as to how the Park Board would like to consider and vet development options for this park. The last playground development considered at Windmill Creek Park, the board reviewed two different concepts that were then presented to the neighborhood meeting, before adopting a final concept for implementation. This situation is a little different in that the board will be starting from scratch with no existing park features on site.

Some items for discussion are:

1. Public Input - how much public input would the park board like to gather, what does this look like?
2. Design - would the board like to engage in design pre or post public input?

Attachments:

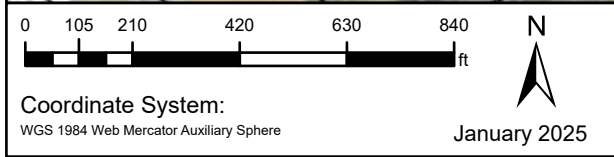
1. [Island View Estates Park Location.pdf](#)
2. [Island View Estates Park.pdf](#)

FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: CIP>PIR Cash		
Budget Information:	Planning Commission	
<input checked="" type="checkbox"/> Budgeted	Parks and Recreation Board	
<input type="checkbox"/> Non Budgeted	Safari Island Advisory Board	
<input type="checkbox"/> Amendment Required	Other	



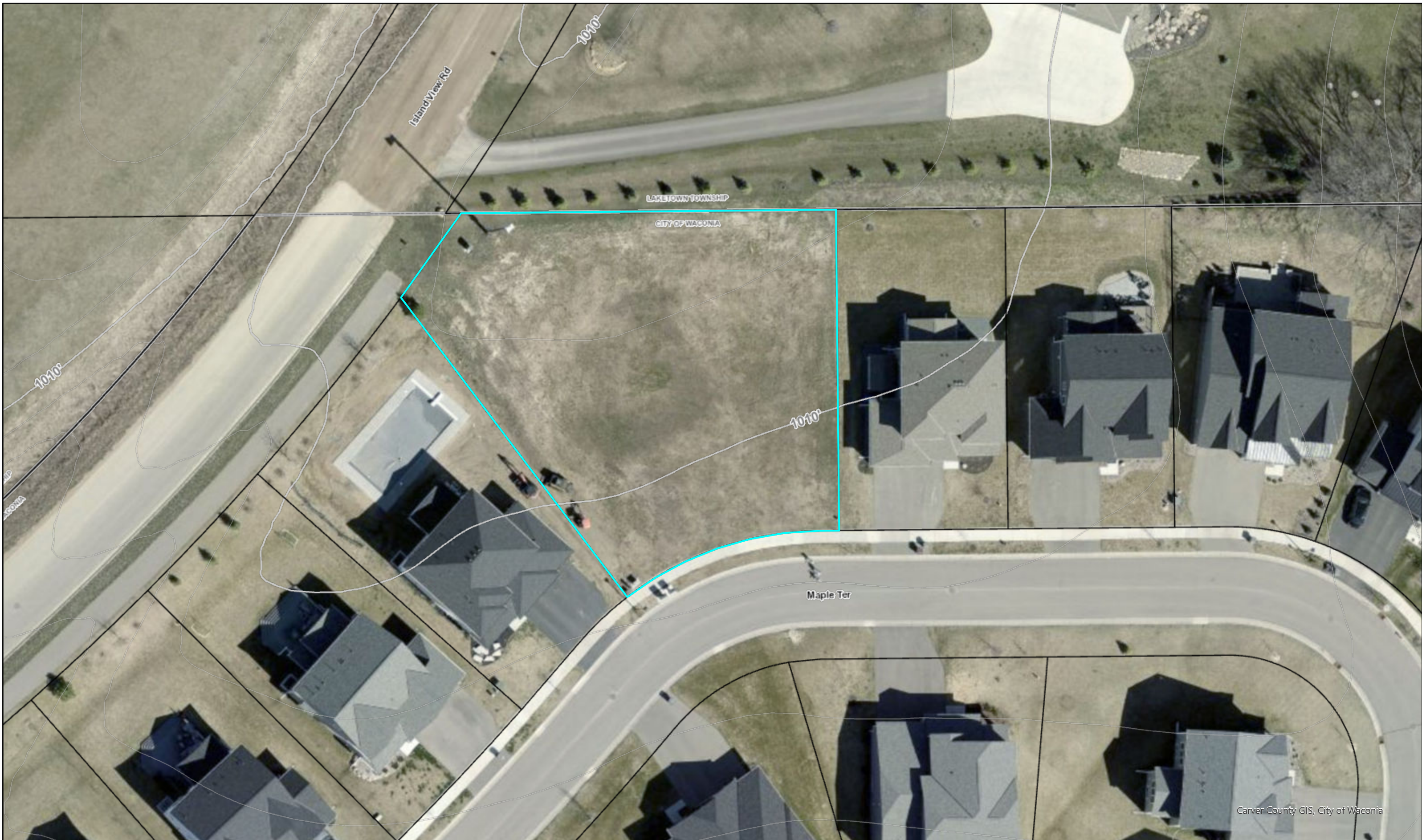


Carver County GIS, City of Waconda



City of Waconda
201 Vine Street South, Waconda, MN 55387

Landscape_11x17



Carver County GIS, City of Waconia

0 12.5 25 50 75 100 ft

Coordinate System:
WGS 1984 Web Mercator Auxiliary Sphere

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January 2025



City of Waconia
201 Vine Street South, Waconia, MN 55387

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