



**Park Board Meeting  
Agenda  
May 20, 2021  
CITY COUNCIL CHAMBERS**

	<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 February 18, 2021 Meeting.....	1-3
4. Approval of Minutes from March 18, 2021 Meeting .....	4-5
5. Project Updates .....	6-18
6. Community Requests .....	19-28
7. Board Updates and Questions	
8. Adjourn	

**Upcoming Meetings:**

June 17, 2021

July 15, 2021

**CITY OF WACONIA  
MINUTES OF SCHEDULED MEETING  
PARKS & RECREATION BOARD  
THURSDAY, FEBRUARY 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, Adam Hegeholz, Andrew Anauo, Thomas Adamini

**Park Board Members Absent:** Matt Wessale

**Council Liaison:** Pete Leo

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

**Adopt Agenda**

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

**Appointment of Chair/Vice Chair**

Adamini made a motion to nominate Lacey Shaw as Chair and Matt Wessale as Vice Chair. Hegeholz seconded. All in favor.

**Approve November 19, 2020 Minutes**

Adamini made a motion to approve the minutes from the January 21, 2021 meeting. Anauo seconded. All in favor.

**Skate Park ADA Plan**

Eldred stated that as a result of the Brook Peterson Restroom Improvement Project and the existence of the Skate Park on the parcel dedicated for the improvement, staff was informed that the Skate Park as it exists today needs to meet ADA requirements and be improved in part to meet the Grant Funds for the Outdoor Recreational Grant awarded by MnDNR.

The improvements must be fully completed by June 30, 2021. The expiration date of the restroom project. Staff had Bolton-Menk survey and prepare a plan sheet depicting an accessible trail as provided with this request of action. Staff completed an analysis of the access construction costs and costs associated with removing the berm entirely, replace the asphalt surface and link the revised surface to the new and existing sidewalk system.

The cost to add the trail link is estimated to be between 10 and 12,000.00 Costs to remove the elevated surface, install new surfacing and links is 18-20,000.00.

The Skate Park elevated surface is due to the creation of Lion's Field and not hauling excess material off the Park site during construction of the ball field. Currently the existing asphalt surface needs surface sealing, we continually receive requests for enhancement of the Skate Park, or the addition of new features or equipment. The Skate Park as it exists today can not be

added to due to the elevation of the site. If we were to lower the site as proposed with the higher costs the system could be expanded and be fully accessible as required by the grant.

It is staff's recommendation that we utilize a portion of our operational amenity budget, and funds from a Capital Project programmed to meet other improvement requirements. Lower the site, create a new asphalt surface, and place the equipment accordingly to improve its accessibility requirements for the grant.

### **Project Updates**

**Inclusive Playground:** Met with equipment reps and engineers via zoom on February 4<sup>th</sup>. Plans as they are have been sent over to Jake. It has been established that there needs to be some topography work done at the park. Polar Plunge is scheduled for Saturday, March 20<sup>th</sup> as a fundraiser. Leo added that there is also a virtual concert with Jen Bostic.

Leo asked what will be done with the playground equipment that is already there. Eldred responded depending on what type of system it is it can be relocated and repurposed.

**Trail Surface Sealing:** Worked with Scott County last year and will tie into what was already worked on. Work will be done east of 284 this summer.

**Oak Point Play Equipment:** Equipment has been ordered. Equipment should be here by April, and the shelter has been ordered as well. Project should hopefully be fully completed by the end of June. Tennis court and basketball court resurfacing will happen, too.

**Arbor Day:** Typically, the Park Board plants trees in one of the parks. Was not able to do this last year so it would be nice to continue the plan this spring. With the improvements at Oak Point it might be nice to do the planting there.

**Community Gardens:** Will be opening up applications at the end of March. Acquired a tiller so we don't have to rent one. Adamini asked how the program works. Eldred responded that the spots are 5 x 10 and cost \$25. There are also some raised beds at the Ice Arena that are slightly smaller and cost \$15. Some of the spots are donated to residents who donate the food to the food shelf.

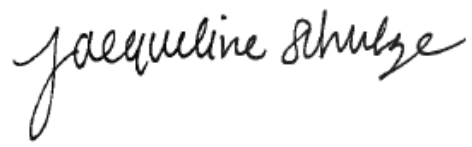
### **Board Updates**

Adamini asked if next month there is a chance to meet in person. Schulze stated that the Council met in person last Tuesday and the Chamber is set up for everyone's safety. Just want to get a feel for how comfortable the board is with meeting in person. All board members agreed that they were comfortable with either option of zoom or in person meeting. Schulze added that when the meetings are mainly updates zoom may be a better option. It was agreed to take it meeting by meeting.

### **Adjournment**

Adamini motion to adjourn. Anauo second. All in favor. Adjourn at 7:18 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "jacqueline schulze". The signature is written in black ink on a white background.

Jackie Schulze  
Interim City Administrator

**CITY OF WACONIA  
MINUTES OF SCHEDULED MEETING  
PARKS & RECREATION BOARD  
THURSDAY, MARCH 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, Matt Wessale, Andrew Anauo, Thomas Adamini

**Park Board Members Absent:** Adam Hegeholz

**Council Liaison:** Pete Leo

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

**Adopt Agenda**

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

**Sudheimer Park**

Craig Eldred shared price updates for improvements and amenities as they were discussed on January 21<sup>st</sup>. Costs have increased for materials and amenities since being discussed in 2017. Boardwalk, Trails and Amenities relative to the wooded area increased about 13%, \$378,935.00 to \$427,238.00. Site and Land improvements with Amenities increased about 12%, \$578,091.00.

Oppidan has recently discussed with the City Council a zoning change and a proposed plan of improving the parcel immediately north of the park property as apartments. The concept is the same as what was presented in 2017. While staff is unsure this will develop in this capacity, staff wanted to make the Park Board aware.

Staff feels it might be a good time to reengage and begin discussions for the Park site improvements or options for the future of Sudheimer Park. Eldred asked for input on what the Board would like to see in the park.

Adamini asked how often a dog park has been brought up. Eldred said he hasn't heard a lot from residents for a dog park. The trails get utilized for people to get there dogs out and about. Adamini suggested that maybe that could be a topic for the future. It seems to be a perfect place for one.

Shaw likes the idea of keeping the space as natural as possible. Would be up for seeing some educational signs for people to know what kind of vegetation is in the park.

Wessale added that if the multi-family housing does go in a dog park might become necessary.

Anauo likes the idea of a dog park and thinks it is a good place for one.

## **Project Updates**

**Inclusive Playground:** The Siegle property was approved for annexation on March 1, 2021 by the City Council. Staff has received a Preliminary Plat for the parcel and have begun review of the preliminary plan set provided by JMH Land.

It is expected that our Engineers to complete topography work on the site allowing play system to be sited within the Park. We expect to include the site elements provided by JMH Land as part of the Park Dedication improvements.

The City received a donation from the Make a Wish Foundation in honor of Vinny Skarro.

**Interlaken Park:** The boulder wall improvements were awarded to GMH Asphalt on March 15<sup>th</sup>. We also had a block retaining wall fail in Interlaken Park. Staff will begin repair of the wall once the weather improves. The wall initially was constructed with recycled block.

**Waconia Baseball Association:** Received an email that they plan to put a flagpole up in Lions Field near the score board.

**Arbor Day:** A proclamation will be prepared the City Council on April 5<sup>th</sup>. On April 15<sup>th</sup> at the next Park Board meeting, planting a tree at Oak Point Park.

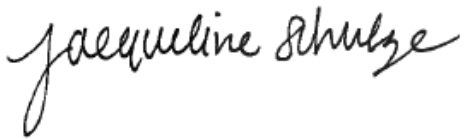
**Park Signs:** Have been working with CD Projects and have come up with a concept that would include trails and activities around the park.

## **Board Updates**

### **Adjournment**

Wessale motion to adjourn. Anauo second. All in favor. Adjourn at 7:19 p.m.

Respectfully Submitted,



Jackie Schulze  
Interim City Administrator



## PUBLIC SERVICES DEPARTMENT MEMO

To: Park Board Members

From: Craig Eldred, Public Services Director

Date: May 20, 2021

RE: Park Project Updates and Requests

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

### **Park Projects:**

**Brook Peterson Restroom Improvement Project;** staff will have completed removal and installation of new Skate Park Surface. We did outsource excavation and trucking with support by staff when available. The equipment will be re-set on May 26<sup>th</sup>. After which we intend to complete concrete work linking the Skate Park with the local system. We did receive public comments regarding the project. Most were relevant to items discussed in 2013. I have attached images as part of the Recent Community Requests. The focus of the current work was to make the Skate Park ADA accessible, not expand or contract the current system.

**Oak Pointe Park Improvement Project;** the play system was completed on Friday, May 14<sup>th</sup>. The remaining items include the shelter, amenity updates, trail sealing, and acrylic surfacing items. We intend to start work on the shelter site preparations after we catch up on a few higher priority items.

**2021 Improvement Project, Interlaken Wall Improvement @ Underpass;** removal of the boulder wall has taken place. We experienced and worked through some wall submittals from the Sub-Contractor on the wall design. As of Friday, May 14<sup>th</sup> all the discrepancies have been modified and approved by our Engineer. We expect to see the wall placement to begin very soon. Railings are to follow and measured for accuracy before being constructed and installed. There will be some delay in placement of the railings.

**Waterford Park, Inclusive Play System Project, 2022;** site survey work has been completed by our Engineer. At the present time we are working to cross-layer the findings of our Engineer

with the planned site improvements previously viewed by the Park Board and the Developer's Engineer. We have not received a response on the DNR Outdoor Recreation Grant to date.

We have also met virtually 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. I will share images and updates during the meeting since things are still evolving daily on this subject matter.

**Fishing Pier Project, Interlaken, Reitz Lake 2022;** Staff met with Gary Ecklof, Owner of Ecklof Dock in mid-April to discuss pricing of a Wave Armor system proposed to be used as a Fishing Pier on Reitz Lake within the Interlaken Development. Board Members may recall this was one of three target items of the Park Board. The current Capital Improvement Budget number is \$150,000.00.

Pricing from Ecklof Dock with minimal attributes is \$57,000.00. Since this would be a Municipal Fishing Pier it is staff's recommendation, we add additional safety features which amount to about \$8,000.00. We also recommend a 12% Contingency for price increases and land improvements to link the current trail and proposed pier structure. Staff's estimated total cost is \$75,000.00, or about half of the original budget.

The previous capital costs were attributed to a more structural fishing pier. The water level of Reitz Lake varies and at times may increase nearly four-feet, 4' in elevation. The Wave Armor system has the capability to adhere to these varied elevation changes and will provide a safe fishing experience.

**Park Signs;** as part of the Design Manual staff have discussed with CD Products options to our Park Signs and points where trails link from surrounding areas to specific Parks. Attached are images for the Interlaken Park area and the future Orchard Park Development. The specifics to the applications to provide trail/sidewalk links to the focused Park areas. Mostly a discussion element for the Park Board. The Design Manual has taken a back seat to all the items we have been working on.

**War Memorial Information/Update;** On May 4<sup>th</sup>, staff met with Joe Gifford, 1<sup>st</sup> Vice Commander of the American Legion, Post 150 to review multiple requests to look at upgrading the War Memorial Statue's and Cannon in City Square Park. Mr. Gifford had connected with Laura Kubick of KCI Conservation to review the Memorial items. Attached are some images supplied by Laura after her staff attended the Park. We have yet to receive a report from Laura, but once we do it will be shared with the Park Board. Laura did make some

recommendations as we discussed the Memorial items. 1.) look at landscaping around the individual areas to ward of turf and sidewalk maintenance. 2.) when looking at restoration, possibly create one space for the items, rather than two areas to reduce exposure to the Park maintenance activities and unnecessary public impact.

### **Recent Community Requests:**

**Basketball Court Requests;** staff continually receive requests for basketball courts. Staff met with the Crosswinds Homeowner's Association at their April meeting to discuss multiple items. One such item was a basketball court at Crosswinds Park. I expressed that the Park green space is utilized for their Development to meet storm water requirements. Placement of a basketball court would be better placed in Clearwater Mills Park across Sparrow Road. Legacy Village Park is another we receive requests. The site is extremely tight to host a basketball court, and if placed there would be a need for drainage improvements.

**Amphitheater/Band-Shell;** it was brought to my attention that individuals are interested in locating an amphitheater/band-shell in Cedar Point Park. Very high level, we will look at site considerations and a couple of options, which all are attached. The challenge with Cedar Point Park is placement, current uses and most of all parking is extremely limited.

**Skate Park;** further items and discussion from Brook Peterson Park in relationship to email correspondence.











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## WAVE DOCKS

-  **NEW** 60" x 60" Wave Dock Section page 14
-  1 Wave Dock Sections page 14
-  2 Bridge Dock Section page 15
-  Dock Ramps page 15
-  3 H-Beam Connection Kits page 16
-  **NEW** Quarter Round Dock End page 18
-  4 **NEW** 60" Half Round Dock End page 18
-  Wave Dock Corners & Wedges page 19








## WAVE JETSKI & BOAT PORTS

-  5 **NEW** Apex Jetski Ports page 30
-  SLX™ Jetski Ports page 32
-  **NEW** Genesis Boat Ports page 35-38
-  **NEW** Extreme X24 Boat Ports page 39-42











## WAVE DOCK ACCESSORIES

-  6 Post Brackets & Mooring Kits page 20
-  7 Post Covers page 21
-  8 Wave Dock Bumpers page 21
-  Lower Deck Section & Kayak Assist page 22
-  Wave Dock Kayak Rack page 22
-  Folding Dock Ladder page 22
-  **NEW** Garbage Can/Cooler page 23
-  9 **NEW** Flower Pots page 23
-  **NEW** 10-inch Aluminum Dock Cleat page 23




## UNIVERSAL ACCESSORIES

-  10 Benches & Bench Box page 25
-  11 Lockable Dock Box page 25
-  Kayak/Swim Mat Rack page 25
-  Smart Step Kit page 26
-  **NEW** Universal Aluminum Dock Cleat page 26
-  Universal Dock Bumpers page 26
-  Dock Wheels page 26

## PORT ACCESSORIES

-  12 **NEW** Wheels page 28
-  13 Apex & SLX™ Port Attachment Kits page 33-34
-  Connector, Cap, Pipe Sleeves & Extension page 34
-  **NEW** Genesis Attachment Kits page 43-44
-  **NEW** Pylon Hoop Attachment Kits page 44
-  **NEW** Genesis Buoyancy Booster page 44
-  **NEW** Oscillating Wheel Bunk page 42
-  **NEW** Extreme X24 Buoyancy Booster page 44
-  Extreme X24 Attachment Kits page 43-46
-  Extreme X24 Pipe Sleeves page 46

## ISLAND SWIM RAFTS, KAYAKS & COOLERS

-  Otter Island Swim Raft & Accessories page 47-50
-  Cruiser & Impulse Kayaks page 51-52
-  14 Wave Armor IGBC Certified Coolers page 53-54

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 (952) 442-2355 or (952) 442-5020

"The docks all others are measured by!"

Warranty Dept  
 Mike Jacobson

# PROPOSAL

DATE	PO #
4/14/2021	135907

NAME / ADDRESS
City of Waconia 109 Elm Street Waconia, Minnesota 55387

				PROJECT	
QTY	ITEM	DESCRIPTION	RATE	TOTAL	
24	WA 5X10	WA 5' x 10' Wave Armor dock section	2,069.00	49,656.00	
1	WA RAMP12	WA 5' x 12'8" Wave Armor Ramp	1,609.00	1,609.00	
1	WA HR	WA Wave Armor 5' Half Round 301115	1,037.00	1,037.00	
24	WA HBEAM24	WA Wave Armor H Beam connector 24" (end to end) pair	178.00	4,272.00	
2	WA XX	45 degree corner	760.00	1,520.00	
2	WA HBEAM50	WA 50" H Beam 300067	291.00	582.00	
10	WA POST2R	WA Wave Armor post attach KIT (PAIR) 2" Raised post for dock	243.00	2,430.00	
1	WA XX	Kayak assist lower deck	780.00	780.00	
240	GASP 3	2-3/8" Galvanized steel pipe	6.50	1,560.00	
20	SC-3	2-3/8" Safety cap	3.60	72.00	
		Subtotal 1		63,518.00	
	DISC 15R	Discount	-15.00%	-9,527.70	
	SER AD	Assembly, delivery	3,000.00	3,000.00	
		Mud feet extra, if required: Small mud feet @ \$15.00 each ; large mud feet @ \$47.00 each			
2	Bench AH2	DF300963 239 <sup>00</sup> Set of 2	478 <sup>00</sup>		
2	5' Bench	DF301092 622 <sup>00</sup> 1	1,246 <sup>00</sup>		
10	Spud posts	301262 159 <sup>00</sup> Set of 2	1,580 <sup>00</sup>		
8	channel posts	301278 235 <sup>00</sup> Set of 2	1,880 <sup>00</sup>		
36	Solar Lights	64 ea	2,304 <sup>00</sup>		
			<u>2,488<sup>00</sup></u>		
			<b>SALE PRICE</b>	<b>\$56,990.30</b>	

75,000

10 cont 12%

\$ 64,478.30

773740

72,215.70



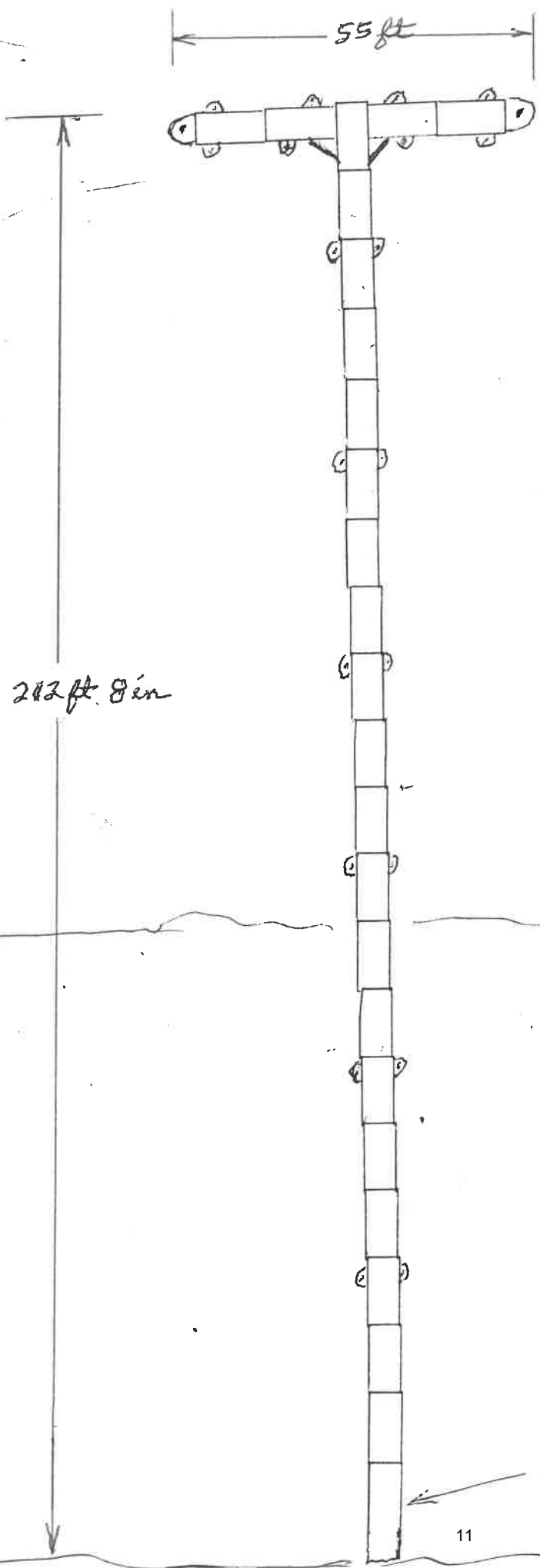
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212 ft. 8 in

55 ft

Cattails

ramp 17 ft 8 in

11

shore

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**PROOF DATE 1/7/21**

Job Description  
Park signs

Customer  
City of Waconia

Sales Person  
Catherine Nielsen

Notes  
see --->

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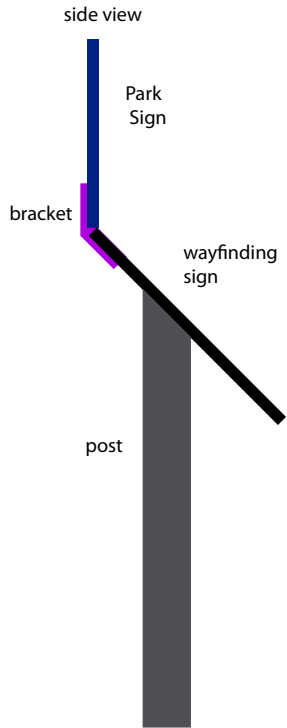


**Main Park Sign**  
84" wide x 34" tall x 1.5" thick signfoam  
Routed with recessed background and raised letters  
\*\* Background will be smooth  
Face painted 3 colors white, blue, orange  
Sides & back painted blue  
Price for sign only  
(does not include posts or installation)  
\$ 2425 ea

**Adopted by: Waconia Wildcats Wrestling**

**Park Sign I**

**Adopted by Sign**  
60" wide x 7" tall x 1.5" thick signfoam  
Routed with recessed background and raised letters  
\*\* Background will be smooth  
Face painted 3 colors white, blue, orange  
Sides & back painted blue  
Price for sign only  
(does not include installation)  
\$ 645 ea



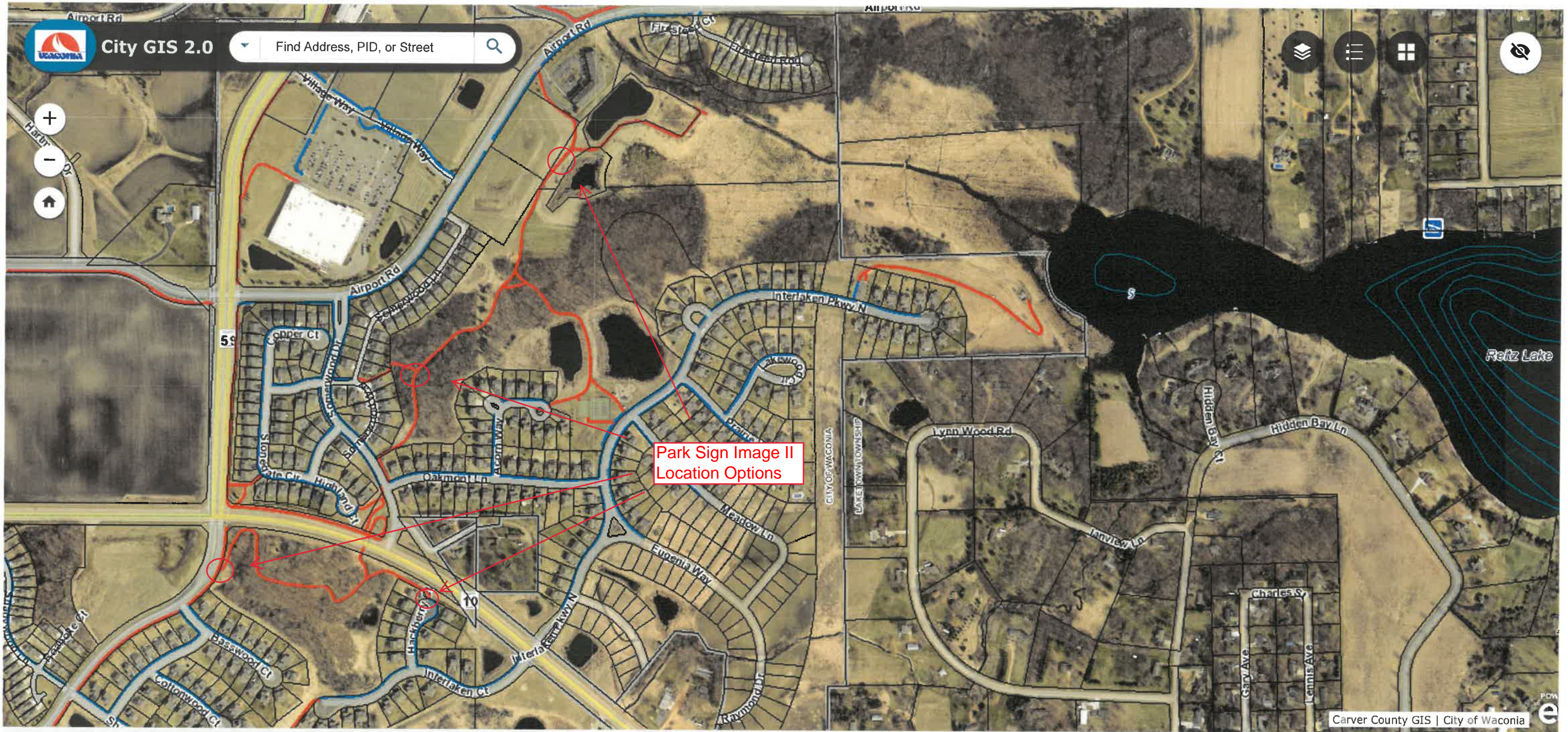
**Park Sign II**



**Park Sign**  
34" x 14.5"  
Base Sign - 1/2" thick white sintra with digital print (flat imprint)  
Park Name - 1/4" thick blue acrylic letters

**Wayfinding Sign**  
34" x 21"  
Base Sign - 1/2" thick white sintra with digital print (flat imprint)

Price for sign / post / bracket (does not include installation)  
\$ 755 ea



-93.745 44.843 Degrees







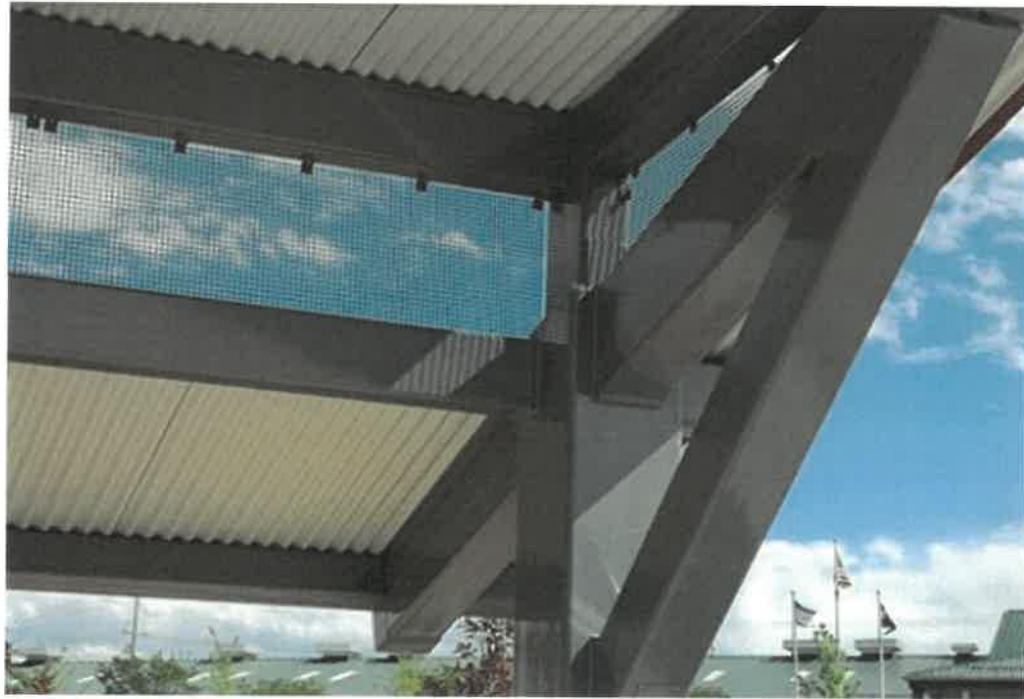


MASTER OF E. HAINLIN POST

















## Craig Eldred

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**From:** Wyatt Paulson (Student) <wyattpaulson@isd110.org>  
**Sent:** Friday, April 30, 2021 2:33 PM  
**To:** Craig Eldred  
**Subject:** Re: [External] RE: 2013 concepts

I appreciate your help, and I love to help out showing the park board. It really would bring a lot of people to waconia as well, and in turn more tax revenue. If there were food trucks or stands in the summer from the city( like the baseball/football food windows/trucks would work) it would also help profit the city. People go to zero gravity usually for hours, and in between go to the gas stations or get food and such. I feel in my personal opinion a lot more people would come to waconia to skateboard then to ice skate. What if we could do both though? I called the company that gave that conceptual blueprints, spohn ranch skateparks, and maybe they could re arrange it to fit current city plans. I have about 235 local petitioners on [change.org](https://www.change.org) as of right now for the skatepark to be upgraded, so anytime the city might need that list just let me know

Thanks again for all your help, and if you need anything from me please let me know,

On Fri, Apr 30, 2021 at 1:52 PM Craig Eldred <[celdred@waconia.org](mailto:celdred@waconia.org)> wrote:

Wyatt,

I appreciate you sending the images.

I wasn't involved in this process back in 2013. I remember hearing about some items, but wasn't engaged nor seen this before.

I'm going to be up front with you. A project of this scale will need to be placed somewhere else. There are future plans to add a sheet of ice to the west of the current Ice Arena.

However, what you have provided can be brought forth to the Park Board for discussion.

Please send me further information when you have it available.

I appreciate your passion for the Skate Park. I live in Minnetrista, so I will look up Mounds Skate Park and visit the site.

Thanks Again,

Craig Eldred

Public Services Director

City of Waconia

310 East 10<sup>th</sup> Street

Waconia, MN 55387

952-442-4265

[celdred@waconia.org](mailto:celdred@waconia.org)

[www.waconia.org](http://www.waconia.org)

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**From:** Wyatt Paulson (Student) <[wyattpaulson@isd110.org](mailto:wyattpaulson@isd110.org)>

**Sent:** Friday, April 30, 2021 9:59 AM

**To:** Craig Eldred <[celdred@waconia.org](mailto:celdred@waconia.org)>

**Subject:** 2013 concepts





WACONIA SKATEPARK - WACONIA, MN  
CONCEPT DESIGN - 10.25.13

CONCEPT © 2013 SPORTS K&A, INC.



Thanks again for all your help