

**MINUTES OF THE
MINNETONKA PARK BOARD
December 1, 2004**

1. Roll Call

Park board members Jim Calkins, Bruce Gefvert, Freinde Mills, and Sue Woodrich were present. Attending staff were Geralyn Barone, Jo Colleran, Dave Johnson, Mark Simenson, Craig Sinclair, Kyle Sobota, and Perry Vetter.

Vice-chair Calkins called the meeting to order at 7:03 p.m.

2. Approval of Minutes

With a single motion, Gefvert moved and Woodrich seconded a motion to approve the meeting minutes for the regular meeting of the park board on November 3, 2004 and the joint meeting of the city council and park board on November 3, 2004. All voted "Yes". Motion carried.

3. Citizens wishing to discuss items not on the agenda

Andrew Kelly provided the board with an update on the Eagle Scout project he completed at Lone Lake Park. Kelly reported that his project to restore damaged turf areas on the Lone Lake Park frisbee golf course was completed on September 25. The work involved adding new dirt and seed to all areas, and the installation of a temporary fence to protect the areas.

Kelly reported it required 109 hours of labor from 31 volunteers he recruited to assist with the project.

Woodrich asked what additional prep work was required. Kelly responded that in addition to scheduling volunteers, he arranged for all donated equipment and supplies needed to complete the project.

Gefvert asked where the volunteers were recruited from. Kelly responded that they came primarily from his scout troop, but also family and friends.

The park board thanked Kelly for his excellent work and noted he was the first Eagle Scout to return to a meeting and provide an update.

4. Business Items

A. Minnesota Land Cover Classification System (MLCCS) Progress Report

Jo Colleran provided background on the MLCCS system and introduced Kyle Sobota, an intern in the planning department, who assisted in the presentation.

Colleran explained the wide variety of information the MLCCS program can provide including information on land cover types, land cover uses, and maps

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featuring a National Wetlands Inventory, rare species, natural communities, greenways, invasive species and property acquisitions.

Woodrich asked if types of invasive species were defined on the map. Colleran replied that individual species can be identified.

Woodrich asked how properties for possible acquisition were identified. Colleran responded that the same criteria used to prioritize properties for the open space acquisition list were used. She added that it will be beneficial to compare the MLCCS information to the property acquisition list.

Woodrich asked how the planning staff could utilize the MLCCS program. Colleran explained that existing codes dictate development proposals, however the MLCCS program can be a tool for negotiations and to help identify sensitive natural areas for protection.

Barone noted that information collected through the MLCCS program will be beneficial to the Minnehaha Creek Visioning plan consultant who is selected.

Calkins asked if the city currently has a tree inventory. Simenson responded that an inventory is in the works with approximately five square miles completed to date.

The board thanked Colleran for her presentation and expressed appreciation for the information that has been collected to complete the MLCCS program.

No official action was required on this item.

B. Presentation of the 2004 Gray's Bay Marina Annual Report

Mike Pavelka, facilities manager, provided the 2004 annual report for Gray's Bay Marina. He highlighted estimated revenues for the season totaling \$157,700, only slightly below the budgeted amount of \$158,100. Pavelka noted that waste pump-out services and vending receipts fell under projected revenues, while slip rentals, gas sales and miscellaneous revenues were higher than projected. Expenditures for the year were also slightly below expectations. Significantly lower than expected were staff wages, building supplies and service contracts, while fuel and capital outlay costs were higher than expected. Pavelka noted that \$12,300 was transferred to the facility's escrow account for future capital improvements.

Mills asked why staff expenditures were \$15,000 less than expected. Pavelka replied that weather was a factor that resulted in reduced costs due to changes to staff's schedule.

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Gefvert asked if a charge to assist in boat launches has ever been considered. Pavelka indicated it had not, noting that the boat launch facilities are actually managed by the DNR and a charge for services would need that agency's approval.

Calkins asked about the condition of the natural areas noting that they continue to be in poor shape. Simenson noted that several factors contribute to the existing condition including the fact that the project is in its initial two-year period which typically features less than desirable outcomes, and the need to make improvements including the addition of wave breaks to reduce the impact on the shoreline. Simenson noted that he is working with Applied Ecological Services (AES) to improve the quality of these areas. Calkins asked if AES felt the existing conditions were correctable. Simenson indicated that they did.

Johnson suggested that the park board conduct an overall review of the slip rental rates for the 2005 season, noting they had not increased since the opening of the facility. Gefvert suggested that it be considered during the goals and objectives discussion later in the evening.

C. Consideration of 2005 Strategic Plan

Johnson provided an overview of the 2004 Park Board goals and objectives and suggested that the following items be considered as either goals, objectives or action steps in 2005:

- Review of athletic field upgrades consistent with the 2004 Athletic Field Needs Study Update
- Set policies for use of the Civic Center athletic fields planned for 2006
- Conduct a review of Marina boat slip rates
- Develop recommendations for boulevard and gateway themes
- Participate in the Minnehaha Creek Visioning Plan

Woodrich requested that a park board review of the Williston Fitness Center operations be conducted, along with the development of a long-term CIP for park improvements and an update of the POST Plan.

Barone suggested that an assessment of the overall trail system be completed by the board as requested by the city council at the joint council park board meetings.

Gefvert requested that park board actions and accomplishments be communicated in some form to the residents.

Johnson informed the board that all recommendations made will be incorporated into the 2005 park board goals and objections and brought back for review in January.

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5. Park Board Member Reports

Woodrich commented that she noticed restoration efforts at Hilloway Park have started. Simenson concurred, adding that volunteers have been difficult to find.

6. Information Items

Sinclair reported that the incident at Ford Park, involving a resident mowing a portion of the east side of the park for what appears to be personal use, is under review along with other similar cases around the city. Sinclair added that damaged oak trees in Ford Park have been inspected and it appears that oak wilt is not the reason for the damage. He added that some of the damage is a result of trail construction.

7. Upcoming Agenda Items

Gefvert indicated that he would represent the park board at the city council's review of the Reich Park plan on January 3, 2005.

8. Adjournment

Gefvert moved and Calkins seconded a motion to adjourn the meeting at 9:25 p.m. All voted "Yes". Motion carried.