

**MINUTES OF THE  
MINNETONKA PARK BOARD  
February 1, 2006**

**1. Roll Call**

Park Board members Tim Goodyear, Denny Lambert, Freinde Mills, and Cathy Rude were present. Attending staff were GERALYN BARONE, Dave Johnson and Perry Vetter.

Vice-Chair Goodyear called the meeting to order at 7:00 p.m.

**2. Approval of Minutes – January 4, 2006**

Lambert moved and Mills seconded a motion to approve the meeting Minutes of January 4, 2006 as submitted. All voted "Yes." Motion carried.

**3. Citizens Wishing to Discuss Items Not on the Agenda**

Marie Carlson, 13915 Spring Lake Road, attended the meeting to follow up on a petition she had submitted to staff requesting a park be developed in her neighborhood. Carlson indicated that she felt her neighborhood lacked park amenities and she informed the board that property located at 13608 Spring Lake Road is vacant and could serve as good park property.

Vetter reported that the property at 13608 Spring Lake Road is owned by the State. He noted that he had contacted the State regarding the property and was told that the property was initially obtained for the 494 improvement project. Because it is no longer needed for that purpose, Vetter indicated that the State may be willing to deed it to the City using a "zero-down conveyance" option.

Lambert asked if there were any requirements attached to the City's use of the property. Vetter responded that it must be used for a public purpose, most likely a 20-year recreational use.

Rude asked if the property was usable. Vetter replied that it was, adding that most of the property is actually buildable.

Lambert asked if there were any reasons not to acquire the property. Barone responded that park development costs and added maintenance responsibilities were issues that would need consideration.

Barone asked Carlson if the property owner adjacent to the property (13600) was informed of the petition and request. Carlson responded that she had not been able to make contact with the resident. Vetter reported that he had spoken to the resident and they had concerns related to the park being developed.

Johnson suggested that the park board consider next steps related to this request at the March 1, 2006 meeting when the CIP funding is discussed and reviewed.

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Keith Weigel, 14209 Glen Lake Drive, reported his concerns related to the Glen Lake area redevelopment plan. He encouraged the park board to become more involved with future projects that occur in close proximity to park properties. Weigel indicated that he felt the City's EDA and Planning Commission have "power" in dictating the course of these projects while the park board has none.

Chris Pope, 17530 Creek Ridge Pass, Angie Luetke, 16412 Creekside Circle, and Kristen Schelegel, 16024 Boulder Creek Pass, attended the meeting to inform the park board of concerns they have related to the maintenance of outdoor ice rinks in the City, more specifically Boulder Creek Park. Vetter gave an overview of the process Public Works uses to maintain ice. He elaborated on difficulties faced this year due to warm weather conditions and the Boulder Creek Park renewal process that was completed late in the fall. Vetter informed the residents of the process to be used in the 2006/2007 season. The residents thanked the park board and staff for their time and consideration. Pope offered the assistance of the Minnetonka Youth Hockey Association in serving as volunteers to assist with outdoor ice rink maintenance. Staff indicated that a review of volunteer opportunities will be added to a future park board meeting agenda for consideration.

**4. Business Items**

**A. Consideration of 2006 Action Steps**

Johnson introduced the item noting staff had prepared 64 action steps to address the park board's four goals and related objectives for 2006. He added that these action steps are used to develop agenda items for the year.

Barone reviewed the action steps associated with Goal #1, "to protect natural resources and open space". She updated the board on the Minnehaha Creek Visioning Plan process and noted that action steps related to Objective #7 were added to address the addition of historical markers in the park system.

Goodyear asked if it was truly the park board's role to evaluate the open space process. Barone reviewed the work past park boards accomplished to identify priorities for property acquisitions and staff's intent to keep the current board apprised of any progress.

Vetter reviewed action steps associated with Goal #2, "to renew and maintain parks". Vetter noted the importance of developing maintenance standards (Goal #4/ Objective #3/Action Step #2) to ensure quality in our parks. He added that the use of volunteers will be pivotal to this process. Mills agreed, noting the school districts seem to have success with volunteer programs.

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Johnson reviewed actions steps associated with Goal #3 “to provide quality athletic and recreational facilities”. Johnson suggested adding an action step to “conduct an evaluation of the 2005/2006 outdoor ice rink volunteer pilot program. The park board agreed. Johnson responded to a question Gefvert had related to Williston operations and the park board’s role in these operations. Johnson noted that similar to all city facilities other than the Gray’s Bay Marina and Shady Oak Beach, the Williston Fitness Center is managed as part of the City’s budgeting process and is not a responsibility of the park board. He added that it is appropriate for the board to review the programming aspects of the Williston Fitness Center as they relate to the joint recreation board; however operations in general need to be managed as an enterprise fund. Johnson added that decisions made to support enterprise operations are not always in the best interest of community use.

Johnson reviewed Goal #4 “enhance long-term park board development”. No follow-up questions were asked by the board.

Rude moved and Mills seconded a motion to adopt the park board’s 2006 action steps as developed by staff, with the addition of an action to evaluate the 2005/2006 outdoor ice rink volunteer pilot program. All voted “Yes.” Motion carried.

**B. Review of 2005 Parks and Trails Division Operations**

Vetter provided a detailed breakdown of the new Parks & Trails Division of the Public Works Department for the work completed in 2005. Vetter noted the information provided will be used to analyze how the division spends time and determine adjustments for 2006.

Lambert noted that the process reflected is used to develop planning strategies for businesses and organizations. Vetter agreed, adding that he is new to the position and needs to get a handle on how things are currently done before implementing any service delivery changes.

Vetter indicated that he appreciates all feedback from the park board, noting that positive feedback will be forwarded to his staff for motivation. Lambert offered to attend any staff meetings that might be held to provide his appreciation in representation of the board. Vetter expressed appreciation, adding that his staff may be attending future park board tours as well.

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Of the overall operations for 2005, Vetter reported that the following staff allocations were provided:

Park Facility Repairs	28%
Athletic Field Maintenance	23%
Turf Maintenance	14%
Trail Maintenance/Construction	10%
Diseased Tree Maintenance	10%
Outdoor Ice Rinks	7%
Snow/Ice Control	4%
Meeting/Training	2%
Other	2%

The board thanked Vetter for the presentation and indicated that the information will be useful when reviewing future projects.

**5. Park Board Member Reports**

None

**6. Information Items**

The board reviewed information provided in the meeting packet, including a Park Renewal progress report, 30-year park capital plan, and outdoor ice rink maintenance survey.

**7. Upcoming Park Board Agenda Items**

The board reviewed their upcoming 6-month meeting schedule.

**8. Adjournment**

Lambert moved and Rude seconded a motion to adjourn the meeting at 9:20 p.m. All voted "Yes." Motion carried.