

**Parks & Recreation
Board Vision**

A city with outstanding parks and recreational opportunities within a balanced natural environment.

**Parks & Recreation
Board Mission**

The mission of the Minnetonka Parks & Recreation Board is to proactively advise the City Council, in ways that will:

Protect & enhance Minnetonka's natural environment

Promote quality recreation opportunities and facilities

Provide a forum for citizens interested in our parks, trails, athletic fields and open space

Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall—Boards & Commissions Room

January 7, 2009 7:00 p.m.

1) Roll Call

___ Jahn Anderson	___ Amber Greves
___ Kyle Gallagher	___ Tess Komarek
___ Bruce Gefvert	___ Denny Lambert
___ Tim Goodyear	___ Patrick Robben

2) Approval of Minutes

- A) December 3, 2008 Joint meeting
- B) December 3, 2008 Regular meeting

3) Citizens wishing to discuss items not on the Agenda

4) Business Items

- A) Update on 2008 Parks For Tomorrow Program
- B) Adoption of the 2009 Park Board Strategic Plan
- C) Appointment of Chair and Vice-Chair positions

5) Park Board Member Reports

6) Information Items

7) Upcoming Park Board Agenda Items

8) Adjournment

1. Roll Call

City Council members in attendance included Mayor Janis Callison, Bob Ellingson, James Hiller, Terry Schneider, and Brad Wiersum. Park Board members in attendance included Jahn Anderson, Bruce Gefvert, Tim Goodyear, Amber Greves, Tess Komarek, Denny Lambert, and Patrick Robben. Staff members in attendance included GERALYN BARONE, Jo Colleran, Dean Elstad, John Gunyou, Dave Johnson and Perry Vetter.

Park Board Chair Goodyear called the meeting to order at 6:00 p.m.

2. Discussion Items

A. 2008 Park Board progress report from the Chair

Chair Goodyear presented the park board's strategic plan that was developed in January of 2008 and requested feedback from council members that would assist the park board prepare for 2009.

Goodyear followed with a summary of park board accomplishments for the year including approval of 2009 - 2013 CIP projects; development of plans for the new Oakhaven Park; development of changes to the park regulations; progress made on changes to the leash law related to parks; and rate recommendations for Gray's Bay Marina boat slips. Gefvert provided a summary of the Glen Lake Ski Trail operations and the park board's recommendation to extend the operations to the 2008 - 2009 seasons. Lambert talked about the board updating the Comprehensive Field Use Policy and the joint athletic field project agreement with Bennett Family Park. Greves closed by providing a summary of the board's recommendations for the scheduling of outdoor ice rinks, and a review of the Shady Oak Beach operational changes implemented in 2008.

Schneider suggested that a future discussion item between the council and park board could focus on how the park board's strategic plan is in alignment with community values.

Ellingson noted that he was pleased with the improvements at Kinsel Park that took into account the recreational desires of adult residents with the boardwalk and trails, and encouraged the park board to continue that trend in all other parks when improvements are made. Callison noted that Ellingson's comments were in line with the recommendations of the Comprehensive Plan that was recently adopted.

B. Bond referendum project update

Parks and Trails Division Manager Perry Vetter provided an update of Park Renewal projects addressed in 2008. He summarized the work completed in five

parks including Big Willow, Guilliams, Lone Lake, Kinsel and Glen Lake. He noted that six parks remain to be addressed through the park renewal program including Oberlin, Mayflower and Lake Rose in 2009; and Lake Charlotte, Green Circle and Mooney in years yet to be determined.

City Manager John Gunyou provided an update on the Open Space portion of the bond referendum noting that the city has purchased one parcel of property on Minnetonka Boulevard since the referendum was passed, and continues to rent three other parcels on Minnetonka Boulevard that will be used as part of future Upper Minnehaha Creek park improvements. Gunyou further noted that the city acquired a conservation easement from Bennett Park ensuring that the natural areas east of the athletic fields will never be developed. Gunyou closed with a reminder that the city also entered into a purchase agreement with an option to acquire 30 acres owned by Ann Cullen-Smith.

Natural Resources Division Manager Jo Colleran provided a summary of the Living Legacy Program. She indicated that initially 180 properties were rated and narrowed down to the top five based on a preset list of criteria. She also noted that staff is working closely with Andrew Fuller to create a conservation easement on his 7.6 acre parcel. She added that Mr. Fuller has signed an agreement with the city to place six acres, including a mesic oak forest, into an easement.

Schneider asked why staff would not continue down the list and contact the next five highest properties on the priority list. Colleran responded that staff would do so.

Gunyou indicated that development of the new Mills Park would begin in 2009 and asked Vetter to provide an update. Vetter informed those in attendance that the site plan is being developed and is tentatively scheduled to come before the park board in February of 2009.

C. Implementation of the recommendations included in the Comprehensive Plan

Assistant City Manager Geralyn Barone provided background to the discussion item noting that the park board will have responsibilities associated with the recently adopted comprehensive guide plan that will be incorporated into the park board's 2009 Strategic Plan. She requested council and park board member feedback on priorities that should be considered for the upcoming year.

Callison requested that education be provided related to lake and shoreline ordinance revisions as well as trail development.

Schneider indicated that informing residents about natural resources efforts and education should also be a priority due to a new generation of residents using our park system.

Wiersum mentioned growing concerns related to childhood obesity, and how increased use of the park system by children should be a goal. Barone mentioned the initiative of the Recreation Services Department to implement a summer daycare program in 2009 called "Kid's Corner" which is intended to provide active recreation to children. Recreation Services Director Dave Johnson added that his department is a member of the National Recreation and Parks Association (NRPA) "Step Up To Health" initiative which focuses on reducing childhood obesity.

Colleran noted that volunteer hours from resident senior citizens have increased significantly over the past three years from 785 hours to over 1,800 hours.

D. Trail System Review

Vetter reviewed the staff report and noted that the trail revitalization plan includes three methods for improvement: trail rehabilitation, missing trail connections and new trail segment construction. Vetter noted that all trail expenses are detailed in the Capital Improvements Program and funded through the Park Dedication Fund.

Gunyou noted that the initial trail development concept was centered on the development of trails for preliminary purposes, most notably walking and running. He noted that the needs of today are different from those in place several years ago and staff has developed rating criteria which reflects the changes. Gunyou noted that the criteria in place of community access (20% weighting); cost effectiveness (20% weighting); degree of difficulty (15% weighting); and nature of use (45% weighting); is not steadfast, but instead guidelines that staff is proposing. He asked for council and park board feedback on the criteria established by staff.

Schneider indicated he felt the rating criteria developed by staff was reasonable, however he felt that the process lacked community discussion and the desire for a rural feel in the community versus trails and safety. Schneider indicated that a dialog between the community and park board or council, needs to take place in order to determine what the next generation of trails will be in the community. He emphasized that this policy discussion should take place at the community level.

Callison noted that special considerations need to be given for projects with unique circumstances and used the Hutchins Drive link as an example of a segment that could require special considerations.

Weirsum felt that the rating criteria serves a purpose but does not take into account all factors and should not be the only criteria considered.

Hiller indicated that the initial rating criteria do not provide him with an understanding of the potential usage or expressed demand for the project under

consideration. Gunyou summarized that a cost benefit element might need to be considered. Hiller agreed.

Vetter indicated that the Minnesota Recreation and Parks Association (MRPA) is in the process of preparing criteria and comparisons for trails that might be beneficial to the city once completed.

Gunyou asked for input on council member Schneider's feedback related to a forum for collecting community input. Schneider indicated that he was not sure of the forum but suggested that one possibility would be for residents to review photos of recently completed projects and ask residents to rate each project to determine their level of approval. Gunyou indicated that a process similar to that in place for road construction and park renewal projects could be implemented.

Weirsum suggested posting upcoming projects early in 2009 in order to obtain input.

Schneider indicated that he foresees a new phase where the focus is more on pedestrian safety and access than from the earlier year's plan of connecting major parks.

Weirsum agreed, adding that he felt the trail needs of the users are changing, and the need for increased public awareness and input is required.

Gunyou noted that the recently completed Comprehensive Guide Plan emphasizes the city's villages and the desire for established connections throughout the city. To summarize the discussion, Gunyou indicated that he is hearing from the council and park board a desire to communicate trail projects in advance and establish a system for collecting resident input in the process. Callison suggested that this process should extend beyond just trails.

Greves indicated that she felt the public comment process got off to a good start with the Comprehensive Plan process and felt this input was something that the city could build from. Weirsum agreed, indicating that the focus might be more on the Comprehensive Plan initially, followed by the development of a clear vision and established vision for future trail development.

3. Adjournment

Callison thanked the park board for their efforts and accomplishments in 2009. The meeting was adjourned at 7:16 p.m.

1. Roll Call

Park Board members in attendance included Jahn Anderson, Bruce Gefvert, Tim Goodyear, Amber Greves, Tess Komarek, Denny Lambert, and Patrick Robben. Staff members in attendance included Geralyn Barone, Jo Colleran, Dave Johnson and Perry Vetter.

2. Approval of Minutes

Lambert moved and Gefvert seconded a motion to approve the Minutes of November 5, 2008 as submitted. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Review of Park Dedication Fees

Johnson provided background information to the item noting that the park board last reviewed park dedication fees (PDF) in November of 2006 with the city council adopting fee increases in August of 2007. Johnson noted that prior to the adjustments made in August 2007, the city of Minnetonka was considerably lower than other comparable cities.

Johnson provided a summary comparing 2008 PDF's for Minnetonka to other cities including Eden Prairie, Edina, Maple Grove and Plymouth. Johnson noted that the average PDF for residential single dwelling development was \$6,333 compared to Minnetonka's fee of \$5,000; residential multiple dwellings \$5,566 compared to Minnetonka's \$5,000; commercial development \$10,000/acre compared to Minnetonka's \$8,000; and industrial \$8,500 to Minnetonka's \$7,000.

Johnson closed by indicating that the park dedication fund that is used by the park board to fund park and trail improvements throughout city parks is supported in part by the collection of PDF's. He noted that projections in the 2009-2013 Capital Improvements Plan estimate \$70,000 in PDF collected per year.

Goodyear asked for park board member questions and feedback.

Lambert noted that of the cities included in the comparison survey, he felt that Plymouth was most comparable to Minnetonka in terms of size, growth potential and other factors. Lambert noted that Plymouth's PDF were higher than Minnetonka's across the board and suggested that Minnetonka's fees be adjusted accordingly.

Gefvert voiced support for an increase and agreed with Lambert that residential fees should be increased to \$6,500 and commercial and industrial fees to \$8,000 per acre.

Lambert moved and Robben seconded a motion to recommend to the planning commission and city council that 2009 park dedication fees be increased for residential dwellings from \$5,000 per unit to \$6,500 per unit; and for commercial and industrial development from \$8,000/\$7,000 per acre to \$8,000 per acre. All voted "Yes". Motion carried.

B. Discussion on the Park Board's 2009 Strategic Plan

The park board conducted an annual review of their strategic plan in preparation for 2009 business. The board maintained their four primary goals for 2009 with only one minor change to reflect their attention to recreational programming during the upcoming year. Relatively minor changes were made to the park board's objectives for 2009.

Johnson noted that staff would make the changes noted and bring the final draft back to the board in January to review and approve.

5. Park Board Member Reports

None.

6. Information Items

Perry Vetter, Parks and Trails Division Manager, informed the board that outdoor ice rinks were in the process of being flooded and that crews will have all facilities open prior to the scheduled start of the season.

7. Upcoming Park Board Agenda Items

The board reviewed their upcoming 6-month meeting schedule and added a review of the Mills Park and an update on natural resources ordinances to the February 4, 2009 agenda.

8. Adjournment

The meeting was adjourned at 8:32 p.m.

**Minnetonka Park Board Item 4A
Meeting of January 7, 2009**

Subject:	Update on 2008 Parks for Tomorrow Program
Park Board related goal:	To provide quality athletic and recreational facilities
Park Board related objective:	Annually review policies related to the operation and management of parks to determine if changes are required
Brief Description:	Review of the 2008 Parks For Tomorrow program

Background

The Parks for Tomorrow program was established to allow residents and non-residents to make a donation in honor of someone, or as an opportunity for a fundraising cause. In 2008 staff recommended and the park board approved changes to the program. The planting of individual trees was eliminated due to the inability to manage the expectations and maintenance of a single tree. Those interested in that previous opportunity were encouraged to plant as part of a grove during the Arbor Day plantings.

Summary

The dollar amounts listed below reflect the cost of the amenity purchases and the subsequent payment to cover the cost. In-kind services such as labor and related miscellaneous supplies are not charged to the contributor. The following donations were received and implemented in 2008:

Park	Donation	Amount
Linner Park	Bench and Flower Planter	\$701
Purgatory Park	Bench and Plaque	\$452
Shady Oak Beach – Outlot B	Bench and Plaque	\$452
Woodgate Park	Bench and Plaque on Rock	\$452

In 2008 staff worked with and coordinated the installation of four benches and one flower planter that were donated. The total value of the amenities was \$2,057 to improve the value of the park system.

Recommended Park Board Action: None. Informational only.

**Minnetonka Park Board Item 4B
Meeting of January 7, 2008**

Subject:	Adoption of the 2009 Park Board Strategic Plan
Park Board related goal:	Enhance long-term park board development
Park Board related objective:	Annually assess the park board strategic plan
Brief Description:	At the December 3, 2008 meeting, the park board provided staff with direction for changes to the park board's strategic plan for 2008. Staff has prepared a draft of the 2009 plan for review at the January 7, 2009 meeting.

Background

At the December 3, 2008 meeting, the park board reviewed their 2008 strategic plan including the mission, vision, goals and objectives. Based on input received, staff has since developed a draft plan for 2009 for the park board to consider for adoption.

When the 2009 Strategic Plan is adopted, staff will prepare specific action steps to assist the park board in meeting their stated goals and objectives. A draft of the 2009 Strategic Plan indicating the changes discussed at the December meeting is attached.

Discussion Points

- Does the park board recommend any further changes to the draft policy?

Recommended Park Board Action: Review the draft strategic plan, make changes as desired, and adopt for 2009. Direct staff to prepare action steps intended to meet the board's final goals and objectives.

Attachments

1. 2009 Park Board Strategic Plan (Draft)

**Minnetonka Park & Recreation Board
2009 Strategic Plan**

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Vision for Minnetonka Parks and Recreational Facilities

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- Protect and enhance Minnetonka's natural environment.
- Promote quality recreation opportunities and facilities
- Provide a forum for citizens interested in our parks, trails, athletic facilities, and open space.

Goals and Objectives (order does not reflect priority)

To protect natural resources and open space

- Objective #1: Conduct an ongoing evaluation of the open space process
Objective #2: Continue to review and comment on the implementation of the natural resources stewardship plan
Objective #3: Assist staff in managing the open space process through successful completion
Objective #4: Review options to enhance natural resources & open space
Objective #5: Review all proposed changes to the city's code of ordinances that pertain to natural resources and open space

- Objective #6: Consider a program to recognize historical aspects of the park system
Objective #7: ~~Develop and promote educational classes and programs that promote the efforts of the city guided towards protecting natural resources.~~

Deleted: Objective #6: . Actively participate in development of the city's Minnehaha Creek Visioning Plan

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To renew and maintain parks and trails

- Objective #1: Develop recommendations for scheduled 2009 park renewal projects
Objective #2: Involve park board member participation in park & trail projects
Objective #3: Conduct an annual review of park dedication fees
Objective #4: Identify areas of the city that are deficient of adequate park or trail amenities
Objective #5: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

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To provide quality athletic and recreational facilities and programs

- Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update
Objective #2: Perform an annual review of the Gray's Bay Marina operations plan
Objective #3: Evaluate 2008 – 2009 Glen Lake Golf Course cross-country ski trail operations and develop recommendations for 2009-2010
Objective #4: Anticipate, review and respond to community needs not previously identified
Objective #5: Annually review policies related to the operation and management of parks to determine if changes are required
Objective #6: Ensure that park amenities and programs address future community needs and changing demographics

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Deleted: Receive and respond to a staff update of 2008 changes made to the Parks for Tomorrow Program

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Enhance long-term Park Board development

- Objective #1: Define CIP projects for 2009-2013 related to parks, trails & open space
Objective #2: Enhance council relations- serve as a voice to the council

Objective #3: Increase community awareness of park board initiatives

Objective #4: Schedule board member involvement in annual park board and city related activities

Objective #5: Annually assess the park board strategic plan

Objective #6:

Minnetonka Park & Recreation Board 2009 Strategic Plan

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To provide quality athletic and recreational facilities and programs

- Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update
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Objective #6: Ensure that park amenities and programs address future community needs and changing demographics

Enhance long-term Park Board development

- Objective #1: Define CIP projects for 2009-2013 related to parks, trails & open space
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Objective #4: Schedule board member involvement in annual park board and city related activities
Objective #5: Annually assess the park board strategic plan
Objective #6:

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**Minnetonka Park Board Item 4C
Meeting of January 7, 2008**

Subject:	Appointment of Chair and Vice-Chair positions
Park Board related goal:	Enhance long-term park board development
Park Board related objective:	N/A
Brief Description:	By ordinance, the park board is required to select a Chair and Vice-Chair to serve beginning with the February meeting.

Background

By ordinance, the park board is required to select a Chair and Vice-Chair to serve beginning with the February 2009 meeting. The current park board terms of Chair Tim Goodyear and Vice-Chair Jahn Anderson expire on January 31, 2008. Appointments to the upcoming term serve from February 1, 2009 thru January 31, 2010.

Discussion Points

- None

Recommended Park Board Action: Recommend appointments for the Chair and Vice-Chair positions for a term beginning February 1, 2009 thru January 31, 2010.

**Minnetonka Park Board Item 6
Meeting of January 7, 2009**

Subject:	Information Items
Park Board related goal:	N/A
Park Board related objective:	N/A
Brief Description:	The following are informational items and developments that have occurred since the last park board meeting.

Park Board Annual Report

Attached is a draft copy of the park board's 2008 Annual Report. This document is submitted annually to the city council along with reports from the other city boards and commissions. Park board members are asked to review the draft and inform staff of any requested changes or additions.

Eco Series of Walks and Talks

Attached is an agenda of planned topics for the Eco Series of Walks and Talks sponsored by the Natural Resources staff. Details regarding dates, times, locations and more will be provided in upcoming issues of the Minnetonka memo.

Gypsy Moth Open House

The Minnesota Department of Agriculture has scheduled an open house on Thursday, January 15 to provide Minnetonka residents information regarding the infestation of gypsy moths to the region and planned treatment options. The open house will be held from 6:00 – 8:00 p.m. in the Glen Lake Activity Center. An informational letter and corresponding information brochure are attached.

2008 Annual Report Park Board (DRAFT)

Mission

The park board proactively advises the city council in ways that will protect and enhance Minnetonka's natural environment, promote quality recreation opportunities and facilities, and provides a forum for citizens interested in our parks, trails, athletic fields and open space. The park board's established vision is "A city with outstanding parks and recreational opportunities within a balanced natural environment".

Membership

The only new member to the park board came in September with the appointment of Patrick Robben to replace Linda Witte who resigned in April.

In January, Tim Goodyear was appointed as park board Chair and Jahn Anderson as Vice-Chair. The park board met a total of 10 times during the year. In addition, the board conducted a canoe tour of Minnehaha Creek in May and hosted a joint meeting with the city council in December.

2008 Attendance Schedule

Member	Jan	Feb	Mar	April	May	Aug	Sept	Oct	Nov	Dec
Anderson	Y	Y	Y	Y	Y	Y	Y	Y	E	Y
Gallager	Y	E	Y	E	Y	E	Y	Y	Y	E
Gefvert	Y	Y	E	Y	Y	Y	E	E	Y	Y
Goodyear	Y	E	Y	E	Y	Y	Y	Y	Y	Y
Greves	Y	Y	Y	Y	Y	Y	Y	E	Y	Y
Komarek	Y	E	Y	Y	Y	E	Y	E	Y	Y
Lambert	E	Y	Y	Y	E	Y	Y	Y	Y	Y
Robben	N/A	N/A	N/A	N/A	N/A	Y	Y	Y	Y	Y
Witte	U	U	E	R	R	R	R	R	R	R

Y = Present; E = Excused; U = Unexcused; T = Term Expired; R = Resigned

Highlights of the Past Year

The most significant accomplishments of the board during 2008 included the following:

- Developed Park & Trail recommendations for the 2009-2013 CIP
- Finalized improvement plans and play equipment recommendations for the new Oakhaven Park
- Reviewed the Glen lake Ski Trail operations agreement and developed recommendations for 2008-2009.
- Approved a joint agreement with Bennett Family Park for the development of a new athletic field for youth baseball.

- Developed administrative changes related to the scheduling of outdoor ice rinks for youth hockey use.
- Conducted a review of Shady Oak Beach administrative changes made in 2008; and developed recommendations for 2009 operations.

The park board has established the following goals and objectives for 2009:

To protect natural resources and open space

- Objective #1: Conduct an ongoing evaluation of the open space process
- Objective #2: Continue to review and comment on the implementation of the natural resources stewardship plan
- Objective #3: Assist staff in managing the open space process through successful completion
- Objective #4: Review options to enhance natural resources & open space
- Objective #5: Review all proposed changes to the city's code of ordinances that pertain to natural resources and open space
- Objective #6: Consider a program to recognize historical aspects of the park system
- Objective #7: Develop and promote educational classes and programs that promote the efforts of the city guided towards protecting natural resources.

To renew and maintain parks and trails

- Objective #1: Develop recommendations for scheduled 2009 park renewal projects
- Objective #2: Involve park board member participation in park & trail projects
- Objective #3: Conduct an annual review of park dedication fees
- Objective #4: Identify areas of the city that are deficient of adequate park or trail amenities
- Objective #5: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

To provide quality athletic and recreational facilities and programs

- Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update
- Objective #2: Perform an annual review of the Gray's Bay Marina operations plan
- Objective #3: Evaluate 2008 – 2009 Glen Lake Golf Course cross-country ski trail operations and develop recommendations for 2009-2010
- Objective #4: Anticipate, review and respond to community needs not previously identified
- Objective #5: Annually review policies related to the operation and management of parks to determine if changes are required
- Objective #6: Ensure that park amenities and programs address future community needs and changing demographics

Enhance long-term Park Board development

- Objective #1: Define CIP projects for 2009-2013 related to parks, trails & open space
- Objective #2: Enhance council relations- serve as a voice to the council
- Objective #3: Increase community awareness of park board initiatives*
- Objective #4: Schedule board member involvement in annual park board and city related activities
- Objective #5: Annually assess the park board strategic plan

Eco Series of Walk and Talks
2009 Calendar

January	Small Tree Pruning Bird Talk
February	Water Gardening Winter Plant ID Pond or Lake Workshop
Kid fest (2/8)	Herp Society Snow Shoe Walk Raptor Center
March	Eco Fair Lake Workshop Buckthorn Workshop
April	Garlic Mustard workshop Tree Planting Clinic Tree Sale Plant Walk Build a Rain Barrel
May	Garlic Mustard Workshop Tree Planting Arbor Day Plant Walk Spring Bird Walk
August	Prairie Walk
September	Buckthorn
October	Buckthorn Fruit Tree Talk

December 22, 2008

Phone: 651-201-6329

Email: lucia.hunt@state.mn.us

City of Minnetonka Recreation Services Director
David Johnson
14600 Minnetonka Blvd.
Minnetonka, MN 55345

Dear David Johnson:

This summer, the Minnesota Department of Agriculture's (MDA) gypsy moth monitoring network detected an infestation of the invasive tree pest in a 303-acre area of Minnetonka. See the enclosed map for details on the proposed site location.

We have been tracking this population since 2007 and found evidence of reproducing females this August. Over this time, MDA has been working closely with city forester Emily Barbeau on the issue. We would be happy to meet with city officials to discuss this issue in greater detail in either a formal or informal setting.

MDA has worked with the city forestry department to plan an open house in Minnetonka on Thursday, January 15, from 6:00 – 8:00 p.m. for residents who live in the infested area to learn about implications of the infestation. We invite you to attend this open house. The meeting will be held at Glen Lake Activity Center at 14350 Excelsior Blvd. MDA will have experts available to talk one on one with residents about why the gypsy moth is a threat to our urban forests and what our proposal is to relieve the neighborhood of this pest.

The gypsy moth is a voracious insect pest whose caterpillars have defoliated forests and caused millions of dollars of damage in eastern states. The MDA conducts surveillance and monitoring for invasive species and implements management strategies when new populations are detected. In the case of gypsy moth, the MDA proceeds quickly to eliminate start-up populations before they increase in size or become established. These efforts over the past 30 years have helped prevent the moth from gaining a foothold in Minnesota and causing widespread damage to our forests.

To date, the department has successfully eradicated more than 30 startup infestations on over 5,000 acres across the state, including other metro sites in Brooklyn Park, Edina, south Minneapolis, and Golden Valley. We look forward to working with you in Minnetonka to eliminate the gypsy moth and keep your neighborhoods green.

Feel free to contact me at 651-201-6329 if you would like to schedule a meeting or need more information. Please visit our website at www.mda.state.mn.us/gypsymoth for information about the gypsy moth.

Sincerely,



Lucia Hunt
Gypsy Moth Unit Supervisor

Enc: Treatment Map
General Gypsy Moth Brochure

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YOU CAN HELP PROTECT OUR FORESTS!

BE INFORMED

- 🦋 Gypsy moths are among America's most destructive, non-native invasive forest insect pests!
- 🦋 Each gypsy moth egg mass will produce up to 1000 new caterpillars. That's 1000 hungry mouths to feed!
- 🦋 Caterpillars consume massive amounts of foliage during their short life, placing enormous stress on trees. A defoliated tree is more susceptible to disease and other insects that may ultimately kill them.
- 🦋 All of this feeding is very noisy and fouls the environment with a layer of droppings and shed skins before the caterpillars pupate.



IF YOU FIND A TRAP, REMEMBER...

- 🦋 Don't disturb the trap! Survey traps are our BEST early detection system for finding gypsy moths before they damage our trees.
- 🦋 The traps are not toxic to humans or pets.

CATERPILLAR (LARVA)

This is the only damaging stage. A single caterpillar can eat up to three square feet of leaves in its lifetime. The caterpillars are voracious feeders and can grow to 2" in length. Larger caterpillars have five pairs of blue spots and six pairs of rusty red spots along their backs. They typically feed in the treetops at night but migrate down the trunk to the ground each day as protection from the heat and birds.

Eggs are laid in a fuzzy, buff-colored mass about the size of a quarter. Each egg mass contains an average of 500 - 1000 eggs. Eggs are laid during August and September and hatch the following spring beginning in late April. Egg masses may be laid on tree trunks, under tree wraps, in automobile wheel wells or on almost any available surface.

EGGS

The pupa is an immobile stage during which the caterpillar changes into an adult moth. Pupae may gyrate if they are disturbed, but left alone they will appear still as the change occurs. They are dark reddish brown and leathery. Pupae attach themselves to a vertical surface with strands of silk. They are usually found in crevices on tree trunks or on larger branches. Pupae may also be found buried in leaf litter.

(COOON) PUPA

Adult moths emerge in July and are present until early October depending upon location. Females have tan bodies from 1" to 2" long. Their wings are cream colored with dark brown zig-zag markings. They are heavy and do not fly. Instead, females emit a scent to attract a mate. Scientists have been able to mimic this scent and use it to trap male moths. Males are medium sized, brownish gray, have feathery antennae and fly in the late afternoon. Adult moths do not feed.

ADULT



WATCH OUT FOR "HITCHHIKERS":

- 🦋 Female gypsy moths deposit egg masses on the nearest available surface. This includes outdoor recreation equipment such as grills, lawn chairs, recreational vehicles, tents and especially firewood.
- 🦋 Always inspect outdoor equipment and vehicles. Remove any "hitchhikers" before returning to Minnesota from quarantined states: Wisconsin, Michigan, Illinois, Indiana, Ohio, Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Delaware, Connecticut, New York, Pennsylvania, New Jersey, Maryland, Virginia, West Virginia and North Carolina.

LET'S NOT ADD MINNESOTA TO THE QUARANTINE LIST!

- 🦋 If you discover gypsy moth "hitchhikers" upon returning to Minnesota notify the Minnesota Department of Agriculture immediately via the "Arrest the Pest" hotline.

651-201-6684 (Metro)
1-888-545-6684 (Toll Free)
Gypsy.Moth@state.mn.us

For more information, visit our website at:
www.mda.state.mn.us

If you spot gypsy moth caterpillars, adults, or egg masses. . .

Note the exact location. Take a digital photo if possible.

Immediately call or email the "Arrest the Pest" Hotline.

651-201-6684 (Metro)
1-888-545-6684 (Toll Free)



EGG MASS
500+ EGGS

PUPA
2 WEEKS



LARVA
FEEDS 5-6 WEEKS



ADULT FEMALE
WITH EGG MASS

ADULT MALE
FLIES IN DAYLIGHT

PHOTOS ARE SHOWN ACTUAL SIZE

Minnesota Department of Agriculture
Plant Protection Division, Gypsy Moth Unit
625 Robert St. N.
St. Paul, MN 55155-2538



GYPSY MOTH

WHAT IS A GYPSY MOTH?

The gypsy moth is a leaf-eating insect belonging to the butterfly family. It was imported from Europe in an attempt to breed a hardier silk worm. Instead, the caterpillars escaped and headed for the trees. Leaving its natural enemies in Europe and armed with an ability to feed and survive on over 300 different tree and woody plant species, it was soon chomping its way into the eastern forests. It now ranks as one of the most destructive overall pests to trees and shrubs in the U.S.

ARE GYPSY MOTH IN MINNESOTA?

Gypsy moths are not known to be established in Minnesota. Each year the Minnesota Department of Agriculture sets approximately 20,000 pheromone (female scent) traps designed to capture male moths. This is an extremely effective method of finding small and otherwise undetectable start-up gypsy moth populations. To date, Minnesota has treated over 65 start-up populations, most of which were traceable to human movement or transportation.



In accordance with the Americans With Disabilities Act, an alternate form of communication is available upon request. TTY:1-800/627-3529

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**Minnetonka Park Board Item 7
Meeting of January 7, 2009**

Upcoming Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed.	2/4/09	Regular	<ul style="list-style-type: none"> • Consideration of the 2010 – 2014 CIP • Dog Park Master Plan • Mills Park plan review • Natural resources ordinance updates 	Televised meeting
Wed.	3/4/09	Regular	<ul style="list-style-type: none"> • 	
Wed.	4/1/09	Regular	<ul style="list-style-type: none"> • 	
Wed	5/6/09	Tour	<ul style="list-style-type: none"> • Annual tour of parks, trails and amenities 	
Wed	6/3/09		<ul style="list-style-type: none"> • 	

Other Meetings/Activities to Note

Date	Description	Special Notes
Sunday, February 8, 2009	Kids' Fest	1 – 5 p.m. Community Center, Ice Arena & Williston Center
Saturday, March 14, 2009	Eco Fair	Community Center