

MEMORANDUM

TO: Minnetonka Park Board

FROM: Dave Johnson, Director of Recreation Services

DATE: August 27, 2009

SUBJECT: Agenda Packet September 2, 2009

Attached is the agenda packet for the September 2, 2009 park board meeting. The meeting begins at 7:00 p.m. at the Minnetonka City Hall – Boards & Commissions Room. Dinner will be provided.

If you are unable to attend please contact Dave Johnson djohnson@eminnetonka.com or call (952) 939-8360, or Lorry Mendez-Burns lburns@eminnetonka.com (952) 939-8351.

Thank you.

cc:

Terry Schneider, Mayor
John Gunyou, City Manager
Geraldyn Barone, Assistant City Manager
Julie Wischnack, Director of Community Development
Brian Wagstrom, Director of Public Works
Perry Vetter, Park & Trails Manager
Jo Colleran, Natural Resources Manager
Janet Larson, Natural Resources Restoration Specialist
Dean Elstad, Recycling and Trails Coordinator
Todd Kasowski, Park Maintenance Field Supervisor
Marc Drummond, Web Technologies Coordinator

Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall
Boards & Commissions Room
September 2, 2009
7:00 p.m.

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

1. Roll Call

- | | |
|---|---|
| <input type="checkbox"/> Patty Acomb | <input type="checkbox"/> Denny Lambert |
| <input type="checkbox"/> Kyle Gallagher | <input type="checkbox"/> Elise Raarup |
| <input type="checkbox"/> Bruce Gefvert | <input type="checkbox"/> Patrick Robben |
| <input type="checkbox"/> Tim Goodyear | |

2. Approval of Minutes

- A) August 5, 2009

3. Citizens wishing to discuss items not on the Agenda

4. Business Items

- A) Consideration of 2010 Gray's Bay Marina slip rental fees
B) Review of options for play equipment at Big Willow Park

5. Park Board Member Reports

6. Information Items

7. Upcoming Park Board Agenda Items

8. Adjournment

1. Roll Call

Park Board members in attendance included, Patty Acomb, Bruce Gefvert, Denny Lambert, Elise Raarup, and Patrick Robben. Staff members in attendance included Geralyn Barone, Jo Colleran, Ann Davy and Dave Johnson.

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

2. Approval of Minutes

Gefvert moved and Lambert seconded a motion to approve the Minutes of June 3, 2009. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

Natural Resources Specialist Janet Larson introduced Dan Flynn who reported on his recently completed Eagle Scout project completed in the Minnehaha Creek corridor. Flynn described the efforts involved in his "Oak Ridge Habitat Restoration Project", including caging 16 plants to protect them from harm and removing an estimated 400 – 500 buckthorn plants.

Lambert thanked Flynn for donating his time to the project and emphasized the importance of such projects to the community.

Robben agreed with Lambert's comments and added praise to Flynn for his leadership abilities required to adapt to the weather conditions that impacted the project's schedule.

4. Business Items

A. Review of 2008/2009 outdoor ice rink scheduling changes

Recreation Services Programming Division Manager Ann Davy reviewed changes to the outdoor hockey rink scheduling process that were initiated for the 2008/2009 skating season at the request of the park board. Davy reviewed the changes made that included a shift in available times from 6:00 - 8:00 p.m., to 7:00 - 9:00 p.m.; along with ice rink staff's attempt to monitor the actual number of dates used by the Minnetonka and Hopkins Youth Hockey Associations.

Davy reported that 80 dates were initially reserved by youth hockey associations prior to the start of the season; however only 12 dates (15%) were actually used. Davy cited staff concerns that the general public was missing out on available ice time due to posted schedules at warming houses that indicated the ice was not available when in fact it was due to no-shows on most of the scheduled dates.

Davy indicated that staff was recommending that the process for reserving outdoor hockey rinks be modified even further by establishing a fee schedule for use of the

rinks and scheduling times on a permit system through the Recreation Services Facilities Division beginning with the 2009/2010 season. Davy closed by asking for park board questions and/or feedback.

Acomb asked if any of the no-show dates occurred during periods of the season when the ice was poor due to warm or cold weather, or snow conditions. Davy responded that dates canceled due to weather conditions were not included in the final summary. Acomb asked if all the reserved time was associated to resident use. Davy indicated that both youth hockey associations are resident based.

Robben asked if residents were turned away if the ice was scheduled and no one was actually skating. Davy indicated that skaters were not asked to leave unless the youth hockey team actually showed. However she reiterated that schedules are posted well in advance and general use skaters would most likely not visit the rink due to the fact that posted schedules indicated that the rink was scheduled to be used.

Lambert suggested that one option the park board could consider is to further reduce the number of dates and length of time the outdoor hockey rinks are available for use. Dave Johnson, Recreation Services Director, provided a brief history of relations between the city and local youth hockey associations. He noted that several years back, outdoor ice was in high demand by both associations and distributed by organizational boundaries. He speculated that the construction of several area ice arenas in an attempt to meet the weekday demand for ice has created an excess amount of weekend ice, possibly resulting in teams to schedule practices indoors that previously were scheduled on the outdoor rinks. He closed by indicating that requirements to pay for reserved indoor ice has not totally eliminated the problem of no-shows, adding that youth hockey associations will commonly pay for unused ice to prevent the possibility of losing the allotted time the following season.

Lambert suggested that the park board consider a deposit system that allows youth hockey associations to recover their deposit if in fact the time reserved is used. He added that times not cancelled in advance would be charged.

Gefvert indicated support for going to a permit process for reserving outdoor ice time, noting the need for accountability in the scheduling process.

Acomb noted that she was familiar with Meadow Park which provides two designated hockey rinks and on general skating area and asked if this was consistent with all Minnetonka park sites. Davy responded that all sites with warming houses have a general skating area and one hockey rink, with Meadow Park being the exception with two hockey rinks. Davy noted that for Meadow, only one of the hockey rinks is available for scheduling so that at least one rink is always open for general use.

Lambert requested staff to share the 2008/2009 use numbers with the youth hockey associations so they have a full understanding of the park board's concern. Davy indicated that she would send the use summaries to both the Hopkins and Minnetonka associations.

Johnson summarized the direction provided by the park board by indicating that staff would share the past year's use numbers with the youth hockey associations and develop an available ice schedule for youth hockey practices that provided less time and shorter periods. He added that staff would develop an ice rental deposit system that allowed associations to use the ice at no cost unless the reserved period of time was scheduled but not used by an association. Johnson indicated that staff's recommendations would come back to the board for review in October. The park board agreed with Johnson's summary and no official action was taken.

B. Consideration of changes to the 2010 athletic field fee schedule

Johnson provided background regarding past discussions by the park board related to the establishment of a fee schedule for athletic field use. He noted the park board discussed the concept of a city-wide fee schedule for athletic field use at meetings held on November 1, 2006 and February 7, 2007. As a result of these meetings, the park board recommended that organizations assigned designated use of fields shall be responsible for paying 75% of the city's cost for maintaining the fields assigned. Johnson reported that the park board further recommended that all fees collected from athletic field use be allocated to cover operational expenses (67%) and future capital needs (33%).

Johnson noted that the park board last reviewed options for adjusting city athletic field user fees at the October 3, 2007 meeting. As a result of this discussion, the park board provided staff with direction regarding the fields that would require a fee and fee ranges for each field to be charged.

Johnson further explained the city of Minnetonka provides athletic fields for a variety of community and city sponsored programs including the following:

Program Type	Provider
Youth Softball	Community Associations
Youth Baseball	Community Associations
Youth Football	Community Associations
Youth Soccer	Community Associations / City
Youth Lacrosse	Community Associations
Adult Baseball	Community Associations
Adult Softball	City
Adult Soccer	City

Johnson explained that athletic fields are defined in three primary classifications including dedicated fields, non-dedicated fields and informal play areas, noting that only the first two classifications warranted a fee for use. He noted that residents

requesting to reserve a field for personal use needed to be slotted into one of the three classifications and asked for park board input.

Johnson explained that the city provides designated complexes/fields to four youth associations that serve residents of the city, including two youth baseball fields at Glen Lake Park for the Glen lake Mighty Mites; three youth baseball fields at Big Willow Park for the Big Willow Baseball Association; one youth softball field at Glen Lake Park for the Girl's Athletic League; and one regulation baseball field at Guilliams Park for the Hopkins-Minnetonka Babe Ruth Association. He noted that, as recommended by the park board, these organizations would be charged a rate of 75% of the total cost experienced by the city to maintain their fields on an annual basis.

Johnson presented staff recommendations for an athletic field use fee schedule consistent with direction received by the park board at past meetings. He noted that this schedule included tiered rates for potential users and explained that potential users were defined in one of three categories, dependent upon the percentage of residents they serve and the openness of their registration process.

Johnson explained that the park board's approval of the fee schedule, as proposed, would result in \$29,450 of rental revenue for the 2010 season. He noted that this compared to \$14,421 collected in 2008 and an estimated \$12,350 to be collected in 2009. Johnson indicated that based on staff's estimates, funding allocated for future athletic field capital expenses would total \$9,807; and funding allocated to operations would total \$19,643 in 2010.

Johnson closed by recommending that prior to the park board finalizing any recommendations for athletic field use fees, a meeting with affected user groups is scheduled in order to receive public input. Johnson provided a table that summarized the financial impact certain groups would see if the recommended fees were adopted.

Lambert indicated general support for the fee schedule presented and supported the need for receiving input from the general user groups. Lambert suggested that the park board consider the split between capital and operations be increased from 67%/33% to 50%/50%.

Responding to the table that illustrated the potential impact on organizations, Acomb asked how impacted organizations would fund the fee increases. Johnson indicated that in most cases the fees would need to be covered by increases in user fees for each organization. As examples, he generalized that fees for the little league organizations might increase \$3 to \$5 per participant, while fees for other organizations may need to be increased as much as \$10.

Raarup asked what triggered the park board's desire to increase fees. Johnson explained that the primary reason was to recapture a portion of the cost that the city spends in maintaining all the fields provided for community use. He explained that

several of the fields provided have recently been upgraded as a result of the 2001 bond referendum; and expressed concern that this type of funding would not be available the next time fields are in need of upgrades, thus creating the need for developing a capital fund. On the administrative side, Johnson explained that there has never been a designated fee schedule meaning that some fields required a fee and others did not. Johnson added that there has also been no designation for user types meaning that non-resident groups were typically charged the same as residents.

Robben indicated support for the development of a formal fee policy that could be used for fields throughout the park system.

Gefvert agreed with Robben and also supported the need to hold a community meeting to obtain input. Gefvert suggested that the classification for resident use of fields be include in category B of the fee schedule.

Lambert suggested that the park board develop a fee schedule that would include no increases for the first two years so that user groups could adjust as needed.

Robben asked when the community meeting would be scheduled. Johnson suggested conducting the meeting at 6 p.m. prior to the park board's regularly scheduled meeting on October 7. He noted that the park board could then include a discussion on the regular meeting agenda that those interested community members could stay for. The park board agreed with that direction and asked staff to schedule the meeting for 6 p.m. on October 7, 2009.

5. Park Board Member Reports

Gefvert expressed his appreciation for park renewal improvements made to Lone Lake Park. He asked if staff could report back to the board with pictures of the improvements made. Gefvert also reported on the feedback he and board member Robben received at the trails booth at this year's Minnetonka Summer Festival on June 27.

Acomb reported that with the water level being extremely low on Minnehaha Creek, several pieces of large garbage such as tires are now visible and unable to be picked up by the general public. She asked if a clean-up day is ever scheduled. Colleran responded that the Minnehaha Creek Watershed District does schedule a clean-up day and recalled that it is scheduled for the end of August.

Raarup reported that there was a broken swing at Meadow Park and an active beehive under the boardwalk at Libb's Lake Park that both required staff's attention.

6. Information Items

Jo Colleran, Natural resources Division Manager, reviewed development projects that were included in the agenda packet. She also provided an update on concerns related to the Emerald Ash Borer.

7. Upcoming Park Board Agenda Items

The board reviewed their upcoming 6-month schedule and changed the start time of the October 7, 2009 meeting to 6 p.m. in order to receive public input related to the proposed athletic field fee schedule.

8. Adjournment

Lambert moved and Gefvert seconded a motion to adjourn the meeting at 8:42 p.m. All voted "Yes." Motion carried.

**Minnetonka Park Board Item 4A
Meeting of September 2, 2009**

Subject:	Consideration of 2010 boat slip rates for Gray's Bay Marina
Park Board related goal:	To provide quality athletic and recreational facilities
Park Board related objective:	Conduct an annual review of the Gray's Bay Marina operations plan
Brief Description:	The park board will review Marina operations and information comparing boat slip lease fees at Gray's Bay Marina to other local boat slip facilities to determine if changes to the existing rates are warranted.

Background

Gray's Bay Marina boat slip fees are reviewed by the park board on an annual basis. At the August 6, 2008 park board meeting, the board reviewed a comparison of city boat slip lease fees to other local boat slip facilities for the 2008 season. The board recommended increasing the 2009 fees 2.7% (\$100) to cover inflationary costs and potential lower gas sales.

As part of the 2009 annual review, a matrix showing several local private and municipal operated facilities is attached. The facilities included are the same facilities reviewed in previous years and amenities at each facility vary widely. Staff believes the existing amenities at Gray's Bay Marina are comparable to private facilities with the exception of boat storage, mechanic and access to parking during peak hours.

The objective of the marina business plan is to cover all operating costs and long-term capital costs (escrow). Over the first six years of operation the facility has achieved the budget expectations initially established for the facility by the park board.

Summary

Some factors to consider when making a decision to increase rates or not include:

- Annual Operating Costs: this includes items such as wages, gas, building and grounds, capital outlay and escrow. Since the facility opened in 2003 there have been four slip fee increases:
 - 5% (\$140) increase to \$2,940 in 2006
 - 20% (\$584) increase to \$3,524 in 2007
 - 5% (\$176) increase to \$3,700 in 2008
 - 2.7% (\$100) increase to \$3,800 in 2009

- Gas Sales: The number of gallons of gas sold this year is currently lagging behind the pace of the 2008 season and is most likely attributed to the late start of the season and the cool summer. If sales continue at this pace, net gas revenues will be at least \$2,000 under 2009 budget estimates.
- The economy and boat slip market on Lake Minnetonka. As shown in the marina matrix, private marinas have either reduced or kept their fees the same.

Staff has included a summary of the revenue, expense, capital outlay, LMCD and escrow amounts that will cover future long-term capital costs. As indicated, Gray’s Bay Marina has met the entire budget objectives initially put in place.

Recommendation

For comparison purposes, the average cost of boat slips privately operated decreased approximately 6% and municipal operated boat slips increased approximately 4% since 2008. The boat slip fee of \$3,800 currently charged at Gray’s Bay Marina is less than the average private slip fee of \$4,765 (\$5,050 average in 2008). As previously noted Gray’s Bay Marina slip fees have increased every year since 2006 at an average of 8% per year.

Staff recommends keeping the slip fee at the 2009 rate of \$3,800 for the 2010 boating season. With revenues anticipated to be flat in 2010, staff plans to hold expenses to no more than a 3% increase over the previous year’s expenses which will continue to adequately fund the escrow account.

Discussion Points

- Does the park board agree with staff’s recommendation to keep the boat slip fee at \$3,800 for the 2010 season?

Recommended Park Board Action: Review the attached operation information and provide a recommendation for 2010 marina boat slip fees.

Attachments

1. Boat Slip Facility Comparison
2. Summary of revenue and expenses

Local Boat Slip Facility Comparison – 2009

Services	Municipally Operated				Privately Operated							
	Deephaven	Excelsior	Wayzata	Gray's Bay	Boatworks, Wayzata	Caribbean, Tonka Bay	Excelsior Bay Harbor	Howard's Point, Shorewood	Minnetonka Yacht Club, Deephaven	Tonka Bay	North Shore, Orono	Greenwood
Attendant				✓	✓	✓		✓		✓	✓	✓
Gas				✓	✓			✓		✓	✓	✓
Pump-out				✓	✓			✓		✓	✓	✓
Retail								✓				✓
Vending				✓	✓						✓	
Bait								✓				
On-site Restrooms	satellite	adjacent park	next to beach	permanent	adjacent park	permanent	permanent	permanent	satellite	permanent	permanent	permanent
Mechanic					✓	✓	✓	✓		✓		
Cost/foot of slip 2009 (2008)	\$29 (\$29)	\$86 res; (\$81) \$65 res Sr; (\$61) \$172 non-res (\$162)	\$58 (\$56)	\$142 (\$136)	\$250 (\$250)	\$115 (\$160)	\$194 (\$194)	\$180 (\$175)	\$160 (\$170)	\$185 (\$185)	\$202 (\$202)	\$180 (\$224)
Cost per 26' slip/2009 (2008)	\$750 (\$750)	\$2,236 (\$2,106)	\$1,500 (\$1,450)	\$3,700 (\$3,524)	\$6,500 (\$6,500)	\$3,000 (\$4,160)	\$5,040 (\$5,040)	\$4,685 (\$4,550)	\$4,160 (\$4,420)	\$4,810 (\$4,810)	\$5,250 (\$5,250)	\$4,680 (\$5,824)
Number of slips	75	44	100	29	80	148	85	45	15	70	118	107
Parking	Street	Street	Parking lot	Parking lot	Parking lot	Parking lot	Parking Lot	Parking lot	Parking lot	Parking lot	Parking lot	Parking Lot
Dates of operation	May 1- Nov 15	May 15- Last wknd Oct	June 10- Nov 1	Ice out- Oct 31	Ice out- Oct 31	Ice out- Oct 31 year round storage available	Ice out- Ice in	Apr 1- Oct 31	Ice out- Ice in	Ice out- Ice in	May 15- Sept 15	May 1- Oct 1
Number of Mooring Buoys	75	12	0	0	0	0	0	0	20	0	0	0
Plans to increase slip fees in 2010	no	yes	no		no Thru 2011	no	no	no	no	no	no	no

Gray's Bay Marina
Summary of Revenues and Expenses

	Actual 2008		Budget 2009		Estimated 2009
Total Revenues	\$233,622		\$236,600		\$197,500
Expenses	(\$174,569)		(\$197,800)		(\$158,500)
Capital Outlay	(\$1,989)		\$0		\$0
LMCD	(\$19,048)		(\$19,900)		(\$19,900)
Escrow*	<u>(\$38,016)</u>		<u>(\$18,900)</u>		<u>(\$19,100)</u>
Total Expenses	<u>(\$233,622)</u>		<u>(\$236,600)</u>		<u>(\$197,500)</u>
Balance	\$0		\$0		\$0

* The total amount budgeted in escrow account for the first six years = \$117,600; actual amount escrowed is \$189,644.

**Minnetonka Park Board Item 4B
Meeting of September 2, 2009**

Subject:	Review of options for play equipment at Big Willow Park
Park Board related goal:	To renew and maintain parks
Park Board related objective:	Involve Park Board member participation in park projects
Brief Description:	Review options from various manufacturers in order to gather feedback to be included in the play equipment proposals at Big Willow Park

Background

Big Willow Park currently has a 2,500 sq ft playground area that was constructed in 1989. The perimeter is fenced to provide a safety barrier primarily due to the amount of vehicular and pedestrian traffic in the area. This fence not only protects those using the playground, but also facilitates smoother pedestrian traffic from the parking areas to the field seating areas by separating the two activities. All access paths adjacent to the structure are pedestrian paths and have bollards to keep unauthorized vehicles clear.

As part of the approved park renewal master plan improvements for Big Willow Park, the existing playground equipment will be removed and replaced. During the park renewal planning process other locations were studied for relocation of the playground; however none proved to be better options than the present location. The existing location would be expanded to approximately 4,000 - 4,500 sq ft in order to accommodate both larger equipment safety use zones and to provide a more engaging play experience. Fencing the perimeter of the new playground structure is planned.

Summary

Playground manufacturers have been introducing new equipment trends into their lines that could be incorporated into this upcoming project. Staff has attached a few photos of the products from various manufacturers (in no particular preference or order) and some local locations if members would be interested in reviewing on their own. The pictures are examples of locations not in Minnetonka and were not designed for Big Willow Park. Not all manufacturers were contacted for this exercise.

Discussion Points

- Does the park board agree that the equipment reviewed would meet the needs for Big Willow Park?
- Does the park board wish to consider non-traditional playground equipment designs during the Request for Proposal process?

Recommended Park Board Action: Review and provide feedback related to the planning of the playground equipment for Big Willow Park.

Attachments

1. Playground Manufacturers and Unique Product Lines

Playground Manufacturers and Unique Product Lines

Burke Premier Play Environments – Intensity System

<http://www.bciburke.com/>



Playground Manufacturers and Unique Product Lines

Gametime Playground – Xscape System

<http://www.gametime.com/>

Local Installations: Elm Wood Strand Park, Minnetonka
Windom South Park, Minneapolis



Playground Manufacturers and Unique Product Lines

Fireflies Play Environments/Goric Playgrounds – PlayPoints System

<http://www.goric.com/>

<http://www.firefliesplay.com/>



Playground Manufacturers and Unique Product Lines

Landscape Structures – Evos and Weevos System

<http://www.playlsi.com>

Local Installations: Groveland Elementary School, Minnetonka
Nokomis Park (Lake Nokomis), Minneapolis
Shoreview City Hall, Shoreview



Playground Manufacturers and Unique Product Lines

Little Tikes Playground Equipment – N-R-G Playstructures

<http://www.littletikescommercial.com/>



Playground Manufacturers and Unique Product Lines

Midwest Playscapes – Ground Zero

<http://www.midwestplayscapes.com/groundzero.html>



Playground Manufacturers and Unique Product Lines

Miracle Recreation – Nexus Play System

<http://www.miracle-recreation.com/>



**Minnetonka Park Board Item 6
Meeting of September 2, 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 Action Step Status Report

Attached is a status report of action steps included in the park board's 2009 Strategic Plan. Of the 56 designated action steps included in the plan, 20 have been completed; 19 are considered on-going; four are scheduled for review; and 12 remain to be acted on. In addition, one action step involving a canoe trip down Minnehaha Creek was canceled due to low water levels on the Creek.

**MINNETONKA PARK & RECREATION BOARD
GOALS & OBJECTIVES – 2009 ACTION STEPS**

GOAL #1: TO PROTECT NATURAL RESOURCES AND OPEN SPACE

Objective #1

Conduct an ongoing evaluation of the open space process

Action Steps:

1. Receive timely updates as the city acquires property and as parcels are developed using conservation development techniques **(ON GOING)**
2. Periodically review status of expenditures for open space acquisitions **(ON GOING)**
3. Provide feedback on the city's efforts to promote open space preservation activities **(ON GOING)**

Objective #2

Continue to review and comment on the implementation of the natural resources stewardship plan

Action Steps:

1. Receive periodic updates on the progress of the natural resource stewardship program **(COMPLETED)**
2. Review anticipated restoration needs and natural resource management activities associated with the park renewal projects **(ON GOING)**
3. Continue restoration and management of community parks and the three creek corridors as outlined in the Natural Resource Restoration and Management Plan of 1995 **(ON GOING)**
4. Review and comment on the natural resource section of the Minnetonka website
5. Schedule a tour of management areas within the park system **(COMPLETED)**

Objective #3

Assist staff in managing the open space process through successful completion

Action Steps:

1. For city-owned properties (with houses) acquired for open space, recommend plans for full conversion to open space **(ON GOING)**
2. Discuss land stewardship plans, priorities, and timelines for open space acquired by the city **(ON GOING)**

Objective #4

Review options to enhance natural resources & open space

Action Steps:

1. Review and comment on a volunteer program to foster stewardship practices within the city's parks and public lands. This program may include components such as plant rescues, loosestrife control, control of buckthorn and garlic mustard and adopt a storm drain
2. Receive information about park designated water quality improvement projects
3. Review any interpretive signage developed by staff to highlight natural areas within the trail system **(COMPLETED)**

Objective #5

Review all proposed changes to the city's code of ordinances that pertain to natural resources and open space.

Action Steps:

1. Receive updates and provide feedback on the revisions to the grading and erosion control ordinance, steep slope ordinance and maximum impervious surface ordinance

Objective #6

Consider a program to recognize historical aspects of the park system

Action Steps:

1. Review program with Minnehaha Creek Watershed District along the Minnehaha Creek corridor
2. Provide input on design and content of historical signage for designated parks.
3. Review financing options for signage through CIP process

Objective #7

Develop and publicize educational classes and programs that promote the city's efforts of protecting and enhancing the community's natural resources.

Action Steps:

1. Annually review the selected topics for the current year's programming
(COMPLETED)
2. Receive information on scheduled topics and provide updates on the level of participation and interest **(COMPLETED)**

Goal #2: TO RENEW AND MAINTAIN PARKS AND TRAILS

Objective #1

Develop recommendations for scheduled 2009 park renewal projects

Action Steps:

1. Recommend to the city council a concept plan for Oberlin Park

Objective #2

Involve park board member participation in park projects

Action Steps:

1. Park board members will be part of pre-planning strategy, neighborhood meetings and recommendation discussions **(ON GOING)**

Objective #3

Conduct an annual review of park dedication fees

Action Steps:

1. Conduct a survey of comparable cities to determine if adjustments to park dedication fees are warranted. **(COMPLETED)**

Objective #4

Identify areas of the city that are deficient of adequate park or trail amenities

Action Steps:

1. Conduct a review of the Comprehensive Guide Plan to identify areas

Objective #5

Conduct a comprehensive review of the trail system to identify missing links and required future improvements

Action Steps:

1. Conduct an annual review of the Trail Improvement Plan **(COMPLETED)**
2. Receive feedback on the trail system missing links during the Summer Festival **(COMPLETED)**

Goal #3: 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

Action Steps:

1. Annually assess potential partnership opportunities with the Hopkins and Minnetonka School Districts and community organizations **(ON GOING)**
2. Perform an annual review of the Comprehensive Athletic Field Use Policy and recommend modifications as desired **(COMPLETED)**
3. Perform a review of city owned athletic field opportunities to best serve the programming needs of Recreation Services **(COMPLETED)**

Objective #2

Perform an annual review of the Gray's Bay Marina operations plan

Action Steps:

1. Develop recommendations for 2010 slip rental rates **(SCHEDULED)**
2. Conduct an annual review of the Marina Operations and Business Plans and develop recommended changes as desired **(SCHEDULED)**

Objective #3

Evaluate 2008-2009 Glen Lake Golf Course cross-country ski trail operation and develop recommendations for 2009-2010

Action Steps:

1. Receive an assessment report for use during the 2008-2009 season and develop recommendations for the 2010 budget **(COMPLETED)**

Objective #4

Anticipate, review and respond to community needs not previously identified

Action Steps:

1. Receive petitions submitted by residents for new/improved park amenities and schedule each item for park board discussion **(ON GOING)**
2. Conduct an overall assessment of the trail system **(COMPLETED)**
3. Conduct an assessment of park locations and programming to ensure availability to all city residents
4. Conduct an ADA audit of park facilities to establish a work plan for accessibility

Objective #5

Annually review policies related to the operation and management of parks to determine if changes are required

Action Steps:

1. Develop final recommendations for changes to the existing park regulations
2. Consider revisions to the athletic field use fee schedule **(ON GOING)**
3. Conduct a meeting with athletic organizations to review athletic field use fee schedule recommendations developed by the park board **(SCHEDULED)**
4. Conduct an evaluation of the scheduling of outdoor hockey rinks for the 2008/2009 season and develop recommendations for future years. **(ON GOING)**

Objective #6

Ensure that park amenities and programs address future community needs and changing demographics

Action Steps:

1. Provide quarterly reports of programs and services provided by the Joint Recreation Division **(ON GOING)**
2. Review the existing Parks, Open Space and Trails System Plan (POST PLAN) and determine a process for future updates. **(COMPLETED)**

Goal #4: ENHANCE LONG-TERM PARK BOARD DEVELOPMENT

Objective #1

Define CIP projects for 2010-2014 related to parks, trails & open space

Action Steps:

1. Review all CIP projects related to parks, trails and open space and recommend funding status **(COMPLETED)**
2. Prepare and recommend park, trails and open space CIP budget for city council consideration **(COMPLETED)**

Objective #2

Enhance Council relations - serve as a voice to the council

Action Steps:

1. Have a minimum of one park board member in attendance for all council reviews of park board recommendations **(ON GOING)**
2. Conduct a joint meeting of the park board and city council **(SCHEDULED)**
3. Provide park board input regarding park related issues reviewed by other city boards or commissions **(ON GOING)**

Objective #3

Increase community awareness of park board initiatives

Action Steps:

1. Publish an article related to park board activities in the *Minnetonka MEMO* at least two times in 2009 **(ON GOING)**
2. Promote use of the park renewal web site in the *MEMO*, on cable TV, and in the local newspapers **(ON GOING)**
3. Place a minimum of three feature articles related to park board activities in local news papers **(ON GOING)**

Objective #4

Schedule board member involvement in annual park board and city related activities

Action Steps:

1. Provide park board representation at the annual Eco-Fair, Summer Festival and Kids' Fest events **(COMPLETED)**
2. Schedule an annual park board tour of parks and trails **(COMPLETED)**
3. Schedule a park board/staff canoe trip down Minnehaha Creek **(CANCELED)**
4. Review park board member park assignment schedule and make changes as needed **(COMPLETED)**

Objective #5

Annually assess the park board strategic plan

Action Steps:

1. Adopt the park board's 2009 strategic plan **(COMPLETED)**
2. Prepare action steps to address the park board's 2009 strategic plan and provide periodic progress updates **(COMPLETED)**
3. Provide periodic status reports on strategic plan accomplishments **(ON GOING)**

**Minnetonka Park Board Item 7
Meeting of September 2, 2009**

Upcoming Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	10/7/09	Regular	<ul style="list-style-type: none"> Proposed 2010 athletic field use fees <ul style="list-style-type: none"> - Community meeting - Park Board recommendations Review of policies for rental of outdoor hockey rinks 	Council Chambers 6 p.m. – Community meeting on athletic field fees 7 p.m. – Regular meeting
Wed	11/4/09	Joint/Regular	<ul style="list-style-type: none"> Joint meeting with the city council Presentation of the 2009 Gray's Bay Marina Annual Report 2009 Shady Oak Beach operations report 	Boards & commissions Room 5:30: Joint meeting 7:00: Regular meeting
Wed	12/2/09	Regular	<ul style="list-style-type: none"> Consideration of 2010 park board Strategic Plan 	
Wed	1/6/10	Regular	<ul style="list-style-type: none"> Appointment of 2010 Park Board Chair and Vice-Chair positions Consideration of 2010 Park Board Action Steps 	
Wed	2/3/10	Regular	<ul style="list-style-type: none"> Review of 2011 – 2015 CIP parks and trails projects 	
Wed	3/3/09	Regular	<ul style="list-style-type: none"> 	

Other Meetings/Activities to Note

Date	Description	Special Notes
Tuesday, October 6, 2009	Citywide Open House	Civic Center 5:00 p.m. – 8:00 p.m.

Items to be scheduled

- Park renewal plans for Oberlin Park