

1. Roll Call

Park Board members in attendance included, Patty Acomb, Kyle Gallagher, Tim Goodyear, Denny Lambert, Elise Raarup, and Patrick Robben. Staff members in attendance included Geralyn Barone, Jo Colleran, Dave Johnson, Kelly O'Dea and Perry Vetter.

Chair Robben called the meeting to order at 7 p.m.

2. Approval of Minutes

Robben noted a correction in a reference to the University of North Dakota that should have read North Dakota State University. Noting that change, Raarup moved and Acomb seconded a motion to approve the meeting Minutes of January 6, 2010 as amended. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

Eagle Scout candidate Nick Pashina reviewed his requested Eagle Scout project to add five new benches in Big Willow Park. He described construction and locations for the benches that would include options with and without backs, depending on the location.

Pashina reviewed his work plan with the board including fundraising, donation collection, the building of the benches and lastly installation. He closed by noting the benefits of the project that included providing new areas to visually enjoy the park from and the cost savings the city would experience.

Gallagher thanked Pashina for his interest in the project and suggested that he consider building additional benches that could be sold to the general public to help raise funds for the project.

Lambert also thanked Pashina for his contributions and asked if vandalism was a concern. Perry Vetter, Parks, Trails and Buildings Division Manager noted that anchoring the benches in concrete with reduce the possibility of theft; and that the planned placement of the benches will help manage vandalism, noting that it can't be eliminated.

Goodyear thanked Pashina for his planned project and asked how he came up with the idea. Pashina responded that he spends time in the park and noticed a need for additional seating areas while walking through.

Robben asked what the timetable for the project was. Pashina replied that he hoped to begin construction in May and complete by mid-June.

Having no additional questions or comments, the board again thanked Pashina for his willingness to complete the project. Vetter indicated that Pashina would return following completion and provide an updated report.

4. Business Items

A. Review of Williston Center renovation plans

Recreation Services Director Dave Johnson provided background related to the city's operation of the Williston Center noting that the city purchased the facility from a private owner on October 1, 1995 at a cost of \$600,000. As part of the purchase agreement, Johnson explained that the city was required to operate the center as a community based recreational facility for a minimum of five years. Upon assuming operations, the city council directed staff to continue existing programs and services until a study could be completed by an appointed task force.

Johnson explained that in September of 1996, the city council appointed a task force to study the facility and develop long-term recommendations for operations. The 14-member task force completed their recommendations for overall operations of the facility and submitted their final report to the city council that included recommendations for membership types, rates, equipment, program space, and future improvements. Based on task force recommendations, the Williston Center was renovated over a period from 1997 to 1998 at a total cost of \$1.65 million, with improvements primarily addressing structural repairs and ADA accessibility compliance.

Johnson noted that since renovation was completed in 1998, the facility has operated as the city's primary recreation center with over 5,000 facility hours used annually for community programs provided through the Recreation Services Department. In addition, the Williston Center offers membership packages and daily fees for use of the fitness rooms, swimming pool, tennis courts and batting cages. Johnson indicated that for the past six years (2003 – 2008), the facility has achieved an average revenue surplus of \$78,300 annually; and that membership sales have increased 107% from the time that the city first took over operations.

Johnson closed by noting the 2010 – 2014 CIP includes \$3,925,000 for renovation of the Williston Center swimming pool, locker rooms, fitness areas, entrance area and reception lobby, along with the construction of new space to house an indoor splash pad and indoor playground amenities designed to attract new memberships from families with young children. He noted that the Community Investment Fund (CIF) is identified as the primary source of funding for the proposed improvements, accounting for \$3,525,000 of the total budget, with the balance of funding coming from the Williston Center operating fund.

Johnson introduced Kelly O'Dea, Williston Center Manager who presented an overview of the plans and improvements to the facility. O'Dea reviewed the following aspects of the project:

- New entrance and lobby areas
- Locker room renovations and expansion of men's area
- The addition of four new family locker rooms
- Construction of a new fitness area
- Construction of a new child care area
- Renovations to the pool shell and new pool mechanical systems
- Construction of a new children's pool area
- Parking lot enhancements
- The addition of a new children's indoor play area

Gallagher noted that he uses the facility for swimming and wondered if additional seating would be provided for parents. O'Dea noted that while the deck space on the north side of the pool will be reduced, a seating wall will be located on the south side separating the pool from the new children's pool area and provide additional seating.

Raarup expressed her appreciation for the addition of the indoor play area noting that several residents travel out of the city for use of this type of space. She asked if the area would be supervised noting that she believes a similar space in Eden Prairie is supervised in part by city staff. O'Dea indicated that as planned, the space will not be supervised directly by staff; adding that children using the area will be required to have adult supervision. He noted that he uses the Eden Prairie facility with his family and was not aware of regular supervision by staff however there might be a programming component within the facility that allows for staff to accompany groups of children. O'Dea added that parents in need of supervision while working out have the babysitting area available for use.

Goodyear asked for further explanation of the funding source for the project. Assistant City Manager Geralyn Barone explained that no use of tax dollars will be required for the project. She explained that the Community Investment Fund (CIF) was developed back in the 1980's from the early payoff of bonds. She noted that the fund was established to be used for projects that are intended to benefit the community and can meet the required findings developed at the time the fund was established.

Goodyear asked about the membership breakdown of the facility and how the project will impact overall memberships. Johnson noted that initial revenue projections of approximately \$100,000 are based on increased daily use of the facility related to the two new children's areas. He added that these additions are in line with the city's 2030 Comprehensive Plan goals to increase amenities in the city for children and young families. O'Dea and Johnson estimated that an increase in membership of 10% would be a conservative estimate. O'Dea noted

that the parking lot enhancements will increase parking by approximately 35 stalls and help with building capacity issues.

Gallagher commented that he felt the facility could provide benefit to community educational and physical fitness needs for both School Districts and home schooling needs.

Hearing no additional comments or questions, Robben thanked O'Dea for his presentation.

B. Consideration of the 2010 Park Board Strategic Plan

Dave Johnson, Recreation Services Director provided an overview of the item. He noted that at the January 6, 2010 meeting, the park board reviewed their 2009 strategic plan including the mission, vision, goals and objectives; and developed recommendations for their 2010 plan. Based on input received, Johnson reported that staff has developed a draft of the 2010 strategic plan, along with a series of 54 action steps designed to assist the park board in meeting the objectives detailed in the 2010 plan.

The park board reviewed action steps indicated for each of the following 2010 goals:

- To protect natural resources and open space
- To renew and maintain parks and trails
- To provide quality athletic and recreational facilities and programs
- To enhance long-term Park Board development

Robben asked for comments or questions from the park board members.

In reference to goal #1, objective #4, Acomb asked about a reference in action step #1 to plant rescues. Jo Colleran, Natural Resources Division Manager, responded that the Natural Resources Division rescues native plants from sites slated for development. This involves staff obtaining permission from the developer to rescue desirable native plants prior to grading of the site. The city uses volunteers and the ICWC crew to transplant the plants into restoration areas of the park system.

In reference to goal #2, objective #5, Goodyear asked if action step #2 regarding the development of a rehabilitation program and schedule for existing trail segments was beneficial to staff. Vetter responded that it was and suggested leaving it as an action step.

Hearing no further questions or comments from the board, Johnson suggested that the park board consider a motion to adopt the 2010 strategic plan, and not act on the action steps specifically since they are considered a working document.

Acomb moved and Lambert seconded a motion to adopt the 2010 park board strategic plan as presented. All voted "Yes." Motion carried.

C. Review of the 2011 – 2015 Capital Improvements Plan (CIP) process

Vetter provided the introduction to this item noting that the park board is asked to review and recommend the park and trail related items that are included in the Park Dedication Fund portion of the Capital Improvement Program (CIP) to the city council on an annual basis. Vetter explained that the CIP is the city's five-year plan to provide and maintain public facilities for the citizens and businesses of Minnetonka, balanced against constraint of available resources. He explained that projects included are ranked to determine their funding priority. Priority rankings include:

1. Projects necessary for public health and safety, or to meet legal mandates.
2. Projects which help maintain or make existing systems more efficient. Cost benefits and coordination with related projects will be considered.
3. Projects expanding existing systems, providing new services, or for general community betterment.

Vetter explained that the Park Dedication Fund contains projects that relate to several park related areas including athletic fields, new construction, rehabilitation of existing parks and trails and building maintenance and planning. He closed by providing project and cost breakdowns in each area from 2007 thru 2014.

Vetter explained that no formal action was required at this time, adding that the park board will review staff recommendations for the 2011 – 2015 CIP at the March 3, 2010 meeting. He noted that recommendations developed by the park board will be forwarded to the city council in May and ultimately adopted in June.

5. Park Board Member Reports

Goodyear reported that the outdoor ice rinks continue to be in good shape for the skating season. Vetter reported that the late December snow storm and subsequent rain both hampered conditions; however crews were able to improve the conditions since then.

Gallagher reported seeing an article in the Star Tribune regarding St. Paul's efforts to remove ash trees in advance of the Emerald Ash Borer threat and questioned why. Colleran responded that cities and other agencies are taking into account budgets and feel that removing trees in stages instead of all at once will help reduce the cost impact of waiting until the problem arrives. Acomb asked if Minnetonka will be removing ash trees in city parks as needed. Colleran indicated park trees will be removed in critical areas.

6. Information Items

The board reviewed items included in the meeting packet. Colleran distributed the 2009 Natural resources Division's Annual Report for the park board's review.

7. Upcoming Park Board Agenda Items

The board reviewed their upcoming 6-month schedule and made no additions or changes.

8. Adjournment

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