

Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall
Boards & Commissions Room
March 3, 2010
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"/> Marvin Puspoki |
| <input type="checkbox"/> Tim Goodyear | <input type="checkbox"/> Elise Raarup |
| | <input type="checkbox"/> Patrick Robben |

2. Approval of Minutes

A) February 3, 2010

3. Citizens wishing to discuss items not on the Agenda

4. Business Items

A) Consideration of the 2011 – 2015 Capital Improvements Plan

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, 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.

**Minnetonka Park Board Item 4A
Meeting of March 3, 2010**

Subject:	Consideration of the 2011 - 2015 Capital Improvements Plan
Park Board related goal:	Enhance long-term Park Board development
Park Board related objective:	Define CIP Projects for 2011-2015
Brief Description:	Review and discuss the proposed 2011-2015 Park Dedication Fund Projects

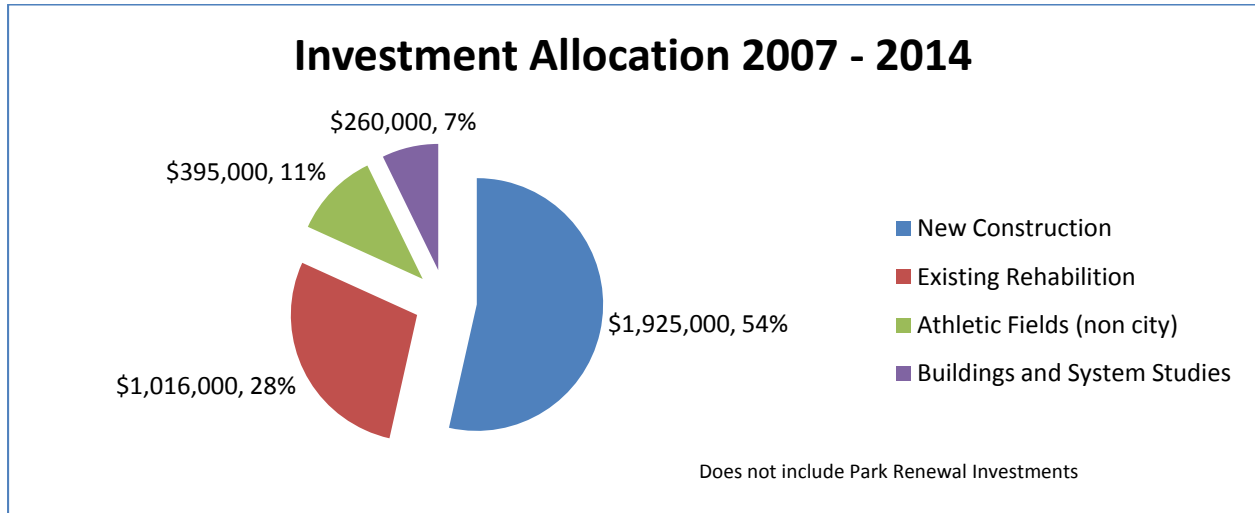
Background

Annually, the park board is asked to review and recommend the park and trail related items that are included in the Park Dedication Fund (PDF) portion of the Capital Improvement Program (CIP) to the city council. 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. 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.*

Traditionally staff has proposed funding for the expansion of trail segments over rehabilitation; and the renewal of parks over the construction of new related amenities. Funding data compiled from 2007 to 2014 illustrates the allocation of funding in the following categories:

1. New Construction (park and trails)
2. Existing rehabilitation (parks and trails)
3. Athletic Fields not owned and operated by the city of Minnetonka
4. Building Maintenance and System Planning Studies



To ensure the long term viability of the park and trail system, prioritization must be done to ensure that the most essential projects are completed in times of limited funding, yet allowing the opportunity for expansion of the system to occur when resources and opportunity are available. In addition to the three priority rankings established by the city council, staff has established guidelines on prioritizing the scheduled and unscheduled projects included in the PDF in the following order:

1. *All park board recommended and city council adopted agreements (city owned and non-city owned) be funded as agreed upon.*
2. *Rehabilitation of existing trails in order to maintain a preventative and proactive maintenance system.*
3. *Park and Trail Investment Plan projects based upon a 30 year asset inventory are completed to prevent deferred, emergency or corrective repairs. This category would include city athletic fields.*
4. *Building and Structure related projects are completed to protect the investment of each respective facility.*
5. *Expansion of the trail system by selecting highly rated segments from the Trail Improvement Plan.*
6. *Planning and system studies that would provide the research and planning materials to benefit the public, staff, park board and city council on matters pertaining to the park, trails, open space and recreational needs of the city.*
7. *Expansion of the trail system by the construction of miscellaneous trail links not identified through the Trail Improvement Plan, but petitioned to the city.*
8. *Non city owned athletic field improvements and expansion.*
9. *Non city owned park and trail amenities petitioned to the park board and city council.*

It is staff's intent that these priorities remain flexible in order to adapt in the event that specific or prospective projects become available. By establishing guidelines, and not a specific policy, there remains the opportunity to take advantage of available grants, external partnerships or acquisition that otherwise would be limited by a defined policy.

The 2011 – 2015 CIP is being proposed for review by the park board and upon park board approval, the recommendations will be included in the draft CIP that the city council will review tentatively in May and ultimately adopt approximately June. Below are some of the key components of the proposed CIP.

New Construction

Trail Improvement Plan

One of the major components of the PDF is the backlog of unscheduled and unfunded trail segments. This list encompasses approximately 60 miles of new trail or missing link segments and cost estimates have exceeded \$12 million dollars. These segments have been rated from a construction feasibility standpoint that was based on cost effectiveness that the trail design would require, degree of difficulty to build, the nature of use and the community access the segment would bring.

These ratings were weighted and a ranking of 0 to 10 was given to each segment. This rating was originally based on certain segments being built during a street improvement project or road reconstruction. Timing of that trail project would then be dictated by the road construction schedules of the city, county or state. While this coordinated approach is obviously the most cost-effective, some high priority trails have been unnecessarily delayed. For example, the cost of constructing an Essex Road trail segment in advance of road reconstruction could increase costs by a million dollars, but other high priority trail segments might be advanced at more reasonable costs.

Other factors influencing timing was if an area was under planned or future redevelopment. These mitigating circumstances often artificially caused certain segments to have lower scores, despite higher public demand.

At the beginning of 2009 staff was asked by the Mayor to gather input from residents to prioritize missing segments and destinations. As a result staff and the park board held input sessions at the Summer Festival, the Open House and authored monthly articles in the Minnetonka Memo asking for input on missing trail segments. The result of that feedback led us to focus on connectivity to two general areas, the Minnehaha Creek Corridor (specifically the new Minnetonka Mills Park and Burwell House area) and Shady Oak Beach/Lone Lake. This input was supported by the most recent community survey indicated that the need for additional trails should be focused on parks and natural areas, with almost 91% of respondents using them for a recreational purpose, including access to recreational areas.

Therefore, staff is proposing a ten year trail investment plan that would construct approximately 10 additional segments that provide access to the park system and comprehensive guide plan village centers, and support the complete street concept of incorporating pedestrian/bicycle traffic into road reconstruction. The city council will be discussing alternate ways of funding the investment plan of unscheduled and/or unfunded trail segments at their CIP review. Possible alternatives under consideration

are the continued utilization of the PDF, Park and Open Space Bond funds, the Community Investment Fund or other alternate sources.

Oakhaven Park Phase II

Oakhaven Park was designed in two phases to develop a park on a parcel previously owned by the Minnesota Department of Transportation (MNDOT). Because MNDOT was not using the parcel for its intended purpose (HWY 494 Drainage) they reconveyed the parcel to the city at no cost for park and open space use. The first phase was constructed during the spring of 2008 and consisted of playground equipment, ½ court basketball, limited seating and access paths. The park is functioning well and feedback received from those that petitioned for the park has been positive. Phase two will consist of a shelter/shade structure, additional seating and landscaping. Phase two funding was reallocated from the Park Dedication Fund as a portion of the responsible budget fix identified by the city council during 2009. Phase two is listed as unfunded in last year's 2010-2014 CIP.

Existing Rehabilitation

Park and Trail Investment Plan

The next major component of the PDF is the park and trail investment plan that looks forward 30 years and projects the lifecycle of existing amenities in the park system. This plan was established as a result of a previous park board goal to develop a funding mechanism for future capital needs to avoid a referendum in the future. This schedule tracks all infrastructure installed in the park system and projects a future cost and replacement schedule. Those costs are then combined and scheduled during the five year CIP window. It is important to note that some park renewal projects were constructed almost 8 years ago and will be 13 years old at the end of this year's CIP window.

Trail Rehabilitation

Part of the investment program is the rehabilitation of existing trails sections. This schedule will be based upon a post inspection rating scale in the future. The current inspection process will be slightly modified to include a rating scale modeled to mirror the street rehabilitation schedule and indicate high, medium and low priority segments of the system. Staff anticipates that high priority segments would be contracted out for improvements while a majority of the medium and low priority will be done internally utilizing city staff as they are available.

Building Maintenance and System Studies

Burwell House/City Housing

These maintenance projects are necessary to protect the investment of the city's infrastructure. The main component of this project is the painting of the Charles H. Burwell House in 2011. The project would also include the accessory buildings on the site.

Parks, Open Space and Trail System Plan

The Parks, Open Space and Trail System (POST) Plan was previously done in 1997 and published in 1998. The focus of that POST Plan at that time was on a detailed park inventory and recommendations for improvement. That information was used as a guide and basis for the 2001 Park and Open Space Referendum. The revised plan would include a comprehensive look at our park, open space and trail system and work in conjunction with the city's Comprehensive Guide Plan. An ideal format for the POST Plan would be if it works best as a living document, as a database for the public to electronically access our parks, a tool for staff to guide our park use and development and as a forward looking resource to help guide the CIP in the future. The POST Plan is listed as unfunded in last year's 2010 – 2014 CIP.

Discussion Points

Staff recommends that the park board establish a clearly, prioritized list of capital projects to be used by the city council in finalizing its CIP tax levies. As the council considers different levels of funding, project priorities will have been established under different funding scenarios.

- Does the park board agree with the prioritization ranking proposed by staff?
- Does the park board wish to add any projects to the proposed CIP (unfunded)?
- If funding is not available for the proposed projects, in what order should the projects be delayed or moved to unfunded?
- Does the park board wish to delete any projects in the proposed CIP?

Recommended Park Board Action

Review and discuss the proposed 2011-2015 CIP, establish a prioritization list of recommended projects and upon approval recommend to the city council.

Attachments

1. 2011-2015 Proposed CIP Park Dedication Fund

Project Category: Parks, Trails & Open Space
Project Title: Athletic Field Improvements
Total Estimated Cost: \$40,000
Funding Priority: 3
Account Number: 4701.6399.SO8206

Description:
 In March of 2004, the park board completed an update of the city's Athletic Field Needs Study. This update supports the need for an increase in soccer and regulation baseball fields.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund – City Facilities		\$20,000		\$20,000	

Justification:
 The park board's 2004 update of the city's Athletic Field Needs Study continues to indicate a strong need for increased athletic fields for the sports of soccer and regulation baseball. With a lack of available city property for athletic field expansion, partnerships with outside organizations remain as the most viable option for continuing to address the need for fields.

Scheduling and Project Status:
City Facilities: \$40,000 is allocated (\$20,000 in 2012 and \$20,000 in 2014) for field renovations at city owned athletic fields. These improvement projects are consistent with the Park Board goal of operating quality recreational facilities.

Relationship to General Plan and Other Projects:
 These improvements are in keeping with efforts to provide and maintain quality recreational amenities.

Effect on Annual Operations Costs:
 None.

Project Category: Parks, Trails and Open Space
Project Title: Burwell House/City Housing
Total Estimated Cost: \$160,000 Total Cost
 \$155,000 City Cost
Funding Priority: 1
Account Number: 4520.XXXX

Description:
 This project provides for maintenance and improvements to city owned housing and the Burwell House.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund – Improvements	\$80,000				
Donations	\$5,000				
Park Dedication Fund – Maintenance Expenditures	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

<p>Justification: Major maintenance projects are necessary at the Burwell House and other properties to keep the city's investment in good repair. The house's exterior was last painted in the mid-1990s. Painting is an expense incurred approximately every 15 years, although the painter who originally painted the house is advising this time span may in the future be too long.</p> <p>Scheduling and Project Status: Painting of the Burwell House is set for 2011 and is ineligible for grant funding from SHPO, however private donations from local paint vendors will be sought after.</p>	<p>Relationship to General Plan and Other Projects: These projects are necessary to ensure these facilities and houses meet the standards for public health and protect the investment of the city for the long term.</p> <p>Effect on Annual Operations Costs: None.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Miscellaneous Trail Connections
Total Estimated Cost: \$133,000
Funding Priority: 3
Account Number: 4750.6560

Description:

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund	\$25,000	\$26,000	\$26,000	\$28,000	\$28,000

Justification:
 These connections are generally in response to petitions from people requesting a safe connection to the Minnetonka Trail System or other community amenities.

Scheduling and Project Status:
 Individual projects are scheduled in response to petitions received or as recommended by the park board.

Relationship to General Plan and Other Projects:
 Since these connections join various neighborhoods to the trail or park system, continued requests of this nature are expected as the trail system develops and people desire access to it.

Effect on Annual Operations Costs:

Project Category: Parks, Trails and Open Space
Project Title: Trail Rehabilitation
Total Estimated Cost: \$200,000
Funding Priority: 1
Account Number: 4764.6560

Description:
 Rebuilding and resurfacing existing Minnetonka Trail System and neighborhood trail connections. Replace and expand trail signage and maps.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000

<p>Justification: There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments. Some of the trail sections are approaching 20 years old and have reached a condition beyond what regular maintenance can address.</p> <p>Scheduling and Project Status: This project is to replace and rebuild existing trail segments. A rating system will be used to determine which segments will be addressed each year. Signage on the trail system will be updated and revised maps will be produced.</p> <p>2011 – 494/Stone Road Trail 2012 – Crosstown/Townline Rd 2013 – Hillside Ln/Lindbergh Dr 2014 – Tamarack Trail 2015 – Dominick to Shady Oak Beach/Beachside II</p>	<p>Relationship to General Plan and Other Projects: This is an integral part of the plan to maintain the Trail System for walkers, joggers and bicyclists. The trails and walkways connect five community parks, adjacent communities and allow users to travel throughout the city on trails separated from motorized vehicles.</p> <p>Effect on Annual Operations Costs: Maintenance costs have already been taken into consideration for existing trails.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Trail Improvement Plan
Total Estimated Cost: \$1,175,000 Total Cost
 \$970,000 City Cost
Funding Priority: 3
Account Number: N/A

Description:

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund	\$385,000	\$210,000	\$125,000	\$125,000	\$125,000
Hennepin County Participation Funds*	\$125,000	\$80,000			

Description	Segment	Length in Miles	Estimated Cost	Estimated City Cost
2011				
<ul style="list-style-type: none"> Dominick Road, Shady Oak to Pioneer Road CSAH 101, Minnetonka Blvd to Grays Bay Bridge* Undecided Trail Segment 	D5 G53	0.5 0.3	\$150,000 \$275,000* \$85,000	\$150,000 \$150,000 \$85,000
2012				
<ul style="list-style-type: none"> Shady Oak Road, CSAH 3 – TH7* TH7 – Shady Oak Road to existing trail at 4th street Undecided Trail Segment 	A9 A10 TBD	0.7 0.3	\$160,000* \$30,000 \$100,000	\$80,000 \$30,000 \$100,000
2013				
<ul style="list-style-type: none"> Undecided Trail Segment 	TBD		\$125,000	\$125,000
2014				
<ul style="list-style-type: none"> Undecided Trail Segment 	TBD		\$125,000	\$125,000
2015				
<ul style="list-style-type: none"> Undecided Trail Segment 	TBD		\$125,000	\$125,000

<p>Justification: There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments and inquiries received about opportunities for extensions.</p> <p>Scheduling and Project Status: Staff conducted an educational and community dialogue for missing trail links to assist the Park Board and City Council in recommending projects to be constructed. The Minnetonka Memo as well as the Summer Festival and Open House were some of the avenues for information.</p>	<p>Relationship to General Plan and Other Projects: This is an integral part of the plan to construct the Minnetonka Trail for walkers, joggers and bicyclists. When completed, these trails and walkways will connect five community parks, adjacent communities, and allow users to travel throughout the city on trails physically separated from motorized vehicles.</p> <p>Effect on Annual Operations Costs: Maintenance costs will increase by approximately \$1,500/mile.</p>
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Project Category: Parks, Trails and Open Space-
Unfunded

Project Title: Trail Segments - Unfunded

Total Estimated Cost: \$12,000,000

Funding Priority: 3

Account Number: N/A

Description:

This project involves the construction of the trails described in the table on the following page.

Source of Project Funding					
Park Dedication Fund – Unfunded	\$12,000,000				

<p>Justification: There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments and inquiries received about opportunities for extensions.</p> <p>Scheduling and Project Status: These projects are currently unscheduled. Some trail segments may qualify for funding from outside sources. Staff is conducting an educational and community dialogue for missing trail links to assist the Park Board and City Council in recommending projects to be constructed. The Minnetonka Memo as well as the Summer Festival and Open House will be some of the avenues for information.</p>	<p>Relationship to General Plan and Other Projects: This is an integral part of the plan to construct the Minnetonka Trail System for walkers, joggers, and bicyclists. When completed, these trails and walkways will connect five community parks, adjacent communities, and allow users to travel throughout the City on trails and walkways physically separated from motorized vehicles. Although this project is currently unfunded, proposed funding source and timetable data are provided.</p> <p>Effect on Annual Operations Costs: Maintenance costs will increase by approximately \$1,500/mile.</p>
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	Segment	Map Location	Length (miles)	Est Cost w road reconstruct*
1	South Frontage Rd - Ridgedale Dr to CR 73	I2-J2	0.8	\$120,000
2	Greenbrier Rd - CR 73 to Cedar Lake Rd & to local trails	J5-K4	0.7	\$114,000
3	CR 3 - Glen View to I-494 (IHM)	G10	0.1	\$120,000
4	CR 3 - Pioneer Rd to Nelson/CR 61	H9-I9	0.4	\$70,000
5	CR 3 - Glen Oak St to Woodland Rd	D11-F11	1.0	\$160,000
6	CR 3 - Woodland Rd to Clear Springs Rd/101 Library	C10-D11	1.1	\$165,000
7	CR 61 - Bren Road to 47th Ave	I9-J10	1.5	\$235,000
8	TH 7 - Cattle Pass to CR 101 on north side	C9	0.6	\$100,000
9	South Frontage Rd - CR 73 to Shelard Pkwy	J2-K2	0.2	\$135,000
10	Bren Rd W - Green Cir Dr to east side of Hwy 169 (Edina)	K11-J11	0.4	\$60,000
11	Pioneer Rd - Carlton Rd to CR 61	H9-I9	0.6	\$100,000
12	CR 5 - CR 101 west to Deephaven city limits	B6	0.2	\$135,000
13	Rowland Rd - CR 60 to SWLRT Trail	H11	0.2	\$100,000
14	Delton Ave - Vine Hill Rd to Old Excelsior Blvd	A10-B10	1.5	\$234,000
15	McGinty Rd E - CR 5 to Surry La	G5-H6	0.6	\$99,000
16	Ridgedale Dr - White Birch Rd to Target	G2-H2	0.8	\$126,000
17	CR 16 - CR 101 to Crosby Rd (partly in Wayzata)	C3-D4	0.8	\$130,000
18	Woodland Rd - Townline Rd to Hwy 7	D9-D12	2.0	\$300,000
19	Stone Rd/Meeting St - RR tracks to Linner Rd	F3-F4	1.0	\$162,000
20	Pioneer Rd- CR 3 to Merilee Dr	H9-I9	0.5	\$181,000
21	Clear Spring Rd - connect trail to Hwy 7	D9	0.1	\$20,000
22	Minnetonka Mills Rd - CR 61 to CR 73	I7-J7	0.7	\$108,000
23	Berkshire Dr/Junction Rd - CR 60 to CR 3	H8-I9	0.9	\$150,000
24	NTC - Maywood La from I-494 crossing to CR 3	G10	0.2	\$180,000
25	Hillside La - CR 73 to Tanglen School	J4	1.3	\$213,000
26	Old Excelsior Blvd - Vine Hill Rd to CR 101 (north side of Hwy 7)	A10-B10	1.5	\$240,000
27	NTC - Meeting St to existing trail on west side of I-494	F4	0.1	\$20,000
28	Tonkawood Road - CR 5 to Hwy 7	D6-D9	0.3	\$40,000
29	Parkers Lake Rd - Twelve Oaks Center Dr to Plymouth city limits	E1-F2	0.4	\$60,000
30	CR 60 - CR 5 to CR 3	H6-H9	0.4	\$60,000
31	Williston Rd - CR 5 to Hwy 7	F7-F8	1.0	\$220,000
32	Sunset Dr and Marion Lane West segments	H2-I2	0.1	\$19,500
33	Lake St Ext - CR 60 to CR 61	H8-I7	0.4	\$66,000
34	Lake St Ext - Williston Rd to Spring Lake Rd	F8-G8	0.1	\$118,000
35	CR 73 to Ford Road on Runnymede La	J3-K2	1.6	\$260,000
36	Fairview Ave/Lake St Ext - CR 3 to CR 61	I8-I9	1.0	\$156,000
37	Smetana Rd/Opportunity Ct - CR 61 to Smetana Ct	J11-L11	1.5	\$231,000
38	Orchard Rd/Westmark Dr - Minnetonka Dr	F7	0.5	\$80,000
39	Highwood Dr - Williston Rd to Tonkawood Rd	D8-F8	1.0	\$160,000
40	Covington Rd - Vine Hill Rd to Mahoney Ave	A11-B11	0.8	\$117,000
41	CR 60 - CR 3 to Townline Rd	H8-H12	0.8	\$120,000
42	Woodridge Rd - CR 3 to Gaywood Dr	G9-G10	0.7	\$108,000
43	South St - Mayview Rd to CR 60	G11	0.6	\$99,000
44	Wayzata Blvd - Claredon Dr to Wayzata city limits	F2	0.9	\$135,000

45	Old Bren Rd - Bren Rd to Clarion Cir trailhead	J12	0.5	\$81,000
46	Oak Ridge Rd - CR 5 to Hopkins city limits	K6-L6	0.5	\$80,000
47	Hilloway Park to CR 73 on Park Ridge Dr	I4-J3	0.8	\$125,000
48	Carlson Parkway to Linner Park	E3	0.5	\$80,000
49	CR 5 - Oakridge Rd to HWY 169	K6-L6	0.2	\$350,000
50	Minnetonka Dr - Williston Rd to LRT/McGinty Rd	F6-G6	1.7	160,000
51	CR 5 - The Marsh to Fairchild Ave	D6-E6	0.9	\$180,000
52	Minnehaha Creek Trail - Civic Center to Minnetonka Mills	F6-G6	1.0	\$310,000
53	Minnehaha Creek Trail - Headwaters to Jidana Park	D5-E6	1.1	\$335,000
54	CR 5 - Fairchild Ave to Woodlawn Ave	C6-D6	0.7	\$114,000
55	CR 16 - Crosby Rd to existing trail on west side of I-494	E4-F5	2.0	\$320,000
56	Merilee Dr - Pioneer Tr to Minnesota River Bluffs LRT	H9-H10	0.5	\$110,000
57	Ford Park to Lindbergh Dr	K3	0.2	\$78,000
58	Hilloway Park to YMCA La	I3	0.4	\$35,000
59	Knollway Park to Wayzata Blvd/Horn Dr	G2-H2	0.3	\$45,000
60	Knollway Park to CR 60	G2-H2	0.6	\$97,500
61	Orchard Rd/Huntingdon Dr - CR 60 to CR 61	H7-I7	0.8	\$126,000
62	Cottage Grove Ave - Groveland Park to Grays Bay Blvd	C5-C6	0.2	\$24,000
63	Stone Rd - Saddlebrooke Cir to Sheffield Cur	H5	0.2	\$36,000
64	58th St W - Mahoney Ave into Purgatory Park	B11	0.2	\$28,000
65	East side of I-494 - CR 5 to Wentworth Tr	G6	0.5	\$82,500
66	North Lone Lake Park - along RR tracks to Dominick Rd	I11	0.1	\$116,000
67	Fairchild Ave - CR 5 to Grays Bay Blvd	D5-D6	0.8	\$120,000
68	Victoria Evergreen to McKenzie Park	E7-F7	0.3	\$145,000
69	Cedar Lake Rd - Big Willow to CR 73	I5-J5	0.7	\$108,000
70	Rowland Rd/Bren Rd - Lone Lake Park to Opus trail system	I12-J12	0.9	\$140,000
71	Oberlin Park along Park Ave to Ridgemount Ave	I1-I2	0.4	\$160,000
72	Holiday Rd/Seymore Rd - Woodland Rd to Spring Hill Park	D10	0.7	\$105,000
73	Westmill Rd - Spring Hill Park to Clear Spring Dr	C9-C10	0.6	\$106,000
74	Stodola Rd - Purgatory Park to Scenic Heights Dr	C11	0.3	\$151,000
75	Woodland Rd to Williston Rd - Through Woodgate Park	E10-F10	1.1	\$165,000
76	Covington Park east side connection to CR 101	A12	1.3	\$213,000
77	Kinsel Rd/Mayview Rd - CR 3 to Glen Moor Park	G11	0.2	\$40,000
78	Meadow Park to Ridgedale	H3	0.2	\$250,000
79	The Strand - Lake Minnetonka LRT to CR 5	C6-D7	0.5	\$80,000
80	Hwy 7 - CR 61 to 4th St	I7	0.3	\$30,000
81	CR 61 - Hwy 7 to CR 3	I8	0.7	\$80,000
82	Vine Hill Rd - Delton Ave to Covington Rd	A10-A11	0.9	\$145,000
83	CR 101 - CR 5 to Grays Bay Bridge	C5-C6	0.3	\$150,000
84	Sparrow Rd - Old Excelsior Blvd to Ridgewood Rd	B8-B10	0.2	\$150,000
85	CR 73 - Cedar Lake Rd to Wayzata Blvd	J3-J4	0.2	\$30,000
86	Sheridan Hills Rd - Linner Park to Portico	E3	0.3	\$40,000
87	CR 73 - CR 5 to Minnetonka Mills Rd	J6-J7	1.0	\$154,500
88	CR 61 - CR 5 to Hwy 7	H6-I7	0.7	\$70,000
89	CR 61 - CR 5 to Hilloway Rd	H4-H6	0.2	\$32,000
90	CR 101 Underpass structure at Purgatory Creek	B12	1.7	\$300,000
91	Essex Rd - Ridgedale Dr to Oakland Rd	G2-G4	1.1	\$180,000
92	Hutchins Dr - CR 101 to Old Excelsior Blvd	B10	0.4	\$150,000
93	CR 4 - CR 3 to Glen Lake Blvd	F11-F12	0.3	\$250,000
94	Ridgedale Connections	H2-I2,H3	0.2	\$300,000
				59.5
				\$12,000,000

Project Category: Parks, Trails and Open Space
Project Title: Park and Trail Investment Plan
Total Estimated Cost: \$435,000
Funding Priority: 2
Account Number: NA

Description:
 This item provides for the scheduled improvements to amenities within the park system on a 30 year schedule.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund	\$80,000	\$80,000	\$145,000	\$45,000	\$85,000

Justification:
 An implementation schedule was created for the park and trail system on a 30 year basis. Improvements will be made upon final evaluation of the listed amenity in order to maintain the park and trail infrastructure.

Scheduling and Project Status:
 Staff has created a 30-year schedule guideline.

2011

- Safety Fencing Painting – Meadow Park
- Tennis Court Surfacing – Covington, Gro Tonka
- Tot Lot Safety Surface – Meadow, Covington, Linner, Gro Tonka, McKenzie
- Hard Court Resurface – Covington, Linner, Meadow, Gro Tonka

2012

- Hard Court Resurface – Glen Moor, Knollway, Woodgate, Boulder Creek, Junction
- Safety Fencing Painting – Knollway, Boulder Creek
- Tennis Court Resurface – Linner, Woodgate, Junction
- Site Amenities – Crane Lake, Ford, Mini Tonka, Orchard, Sunrise Ridge, Victoria-Evergreen

2013

- Tot Lot Safety Surface – Boulder Creek, Junction, Spring Hill, Woodgate
- Tennis Court Resurface – Spring Hill
- Hard Court Resurface – Spring Hill, Woodgate
- Trail Bridge – Kmart/N of Kelly Gardens

2014

- Drinking Fountain rehabilitation
- Gazebo Painting – Mills Park, Ford Park, Orchard Park
- Site Amenities
- Irrigation/RPZ repair and replacement

2015

- Arbor Gazebo Painting – Meadow/Orchard
- Athletic Field Backstops
- Hard Court Resurface – Glen Lake/Meadow
- Site Amenities
- Safety Fence Painting – Mini Tonka Park, Boulder Creek Park

Relationship to General Plan and Other Projects:
 The Park Board has adopted a goal of renewing and maintaining the parks and trails. This plan will meet the objective to implement the long-term capital funding plan for ensuring the long-term vitality of parks. This project is in keeping with the City’s policy of maintaining its infrastructure in a quality condition.

Effect on Annual Operations Costs:
 This rehabilitation will not increase annual maintenance costs.

Project Category: Parks, Trails and Open Space
Project Title: Upper Minnehaha Creek Corridor
Total Estimated Cost: \$500,000
Funding Priority: 3
Account Number: 4764.6560

Description:
 Development of a visioning plan for Minnehaha Creek is underway. The goals of the plan are to establish the Upper Minnehaha Creek Corridor as the focal point of the Minnetonka community and to enhance the creek's value as a truly unique community asset.

Source of Project Funding	2011	2012	2013	2014	2015
Community Investment Fund	\$500,000				

<p>Justification: A creek visioning plan developed in 2006 focused on the integration of the creek's environmental, recreational, historic and economic resources. Conceptual ideas were generated for each segment along the creek (e.g. nature and civic core, gateways, cultural core, and recreation core) and discussed by the city council.</p> <p>In 2007, a partnership was initiated between the city, Minnehaha Creek Watershed District (MCWC), Three Rivers Park District, and Hennepin County to collaborate on creek projects of joint interest. A creek steering committee was created, with representatives from each of these agencies, to guide the creek planning process.</p> <p>Projects planned include improvements to the canoe landings along the creek, development of the Minnetonka Mills Park west of the Burwell House and I494/Minnetonka Boulevard gateway improvements.</p> <p>Potential future projects include:</p> <ul style="list-style-type: none"> • construction of additional trails and boardwalks throughout the corridor • construction of an interpretive center east of Minnetonka Mills (potential joint facility with MCWD) • relocation and restoration of the Town Hall • addition of a community play lot in the recreation core 	<p>Scheduling and Project Status: An expansion of Burwell Park was funded in 2007 to include conversion of the single family homes to open space, the addition of trails and bridges across the creek (segments G57 and G57b), and the creation of a botanical garden west of the historic house site and along the creek. \$500,000 from the Community Investment Fund has already been budgeted for this project in 2010.</p> <p>Relationship to General Plan and Other Projects: The visioning plan will complement the city's Parks, Open Space and Trails (POST) plan, Natural Resources Restoration and Management Plan, Comprehensive Guide Plan and City Council Policy on Open Space Preservation and Management of Natural Resources.</p> <p>Effect on Annual Operations Costs: Operating expenses associated with an interpretive center will depend on the size and scope of the facility and its operations.</p>
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Project Category: Parks, Trails and Open Space-
Unfunded

Project Title: Archery Range - Unfunded

Total Estimated Cost: \$20,000

Funding Priority: 3

Account Number: N/A

Description:

This project involves the construction of a dedicated archery range in Minnetonka.

Source of Project Funding					
Park Dedication Fund – Unfunded	\$20,000				

<p>Justification: There is community support for the construction of a dedicated archery range in Minnetonka. Staff has shared the guidelines for special projects created by the Park Board to the residents for consideration.</p> <p>Scheduling and Project Status: This project is currently unfunded and unscheduled dependent upon presentation of a master plan.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>Effect on Annual Operations Costs:</p>
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Project Category: Parks, Trails and Open Space
Project Title: POST Plan Update
Total Estimated Cost: \$100,000
Funding Priority: 2
Account Number: NA

Description:
 The Parks, Open Space and Trail System Plan was approved in 1998 and used during the development and implementation of the Park and Open Space Referendum of 2001.

 Development of the park system has made certain portions of the POST plan outdated and in need of an update.

Source of Project Funding					
Park Dedication Fund - Unfunded	\$100,000				

<p>Justification: The Parks, Open Space and Trails System plan inventories the current system and recommends strategic renovations.</p> <p>Scheduling and Project Status: The revised POST Plan would focus on a strategic plan for the future of the park system and inventory the current assets of our parks, trails and open space. The plan would include a long term comprehensive look at our city for Parks, Open Space and Trails.</p>	<p>Relationship to General Plan and Other Projects: The POST Plan update would work in conjunction with the Comprehensive Plan updates that were completed in 2008/2009.</p> <p>Effect on Annual Operations Costs: There is not an expected impact on operating costs with the study.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Oakhaven Park Phase II
Total Estimated Cost: \$100,000
Funding Priority: 2
Account Number:

Description:
 In 2007 the Park Board and City Council approved a master plan for Oakhaven Park at 13608 Spring Lake Road (former MNDOT parcel) for the development of a neighborhood park. Funding for the initial development of the park was scheduled for 2008. Phase II funds will be used to construct the remaining amenities approved at the park.

Source of Project Funding					
Park Dedication Fund - Unfunded	\$100,000				

<p>Justification: The Park Board and Council approved the master plan for Oakhaven Park in 2007. The initial funding scheduled will develop the park and playground structure. Additional funding is necessary to implement the remaining phase.</p> <p>Scheduling and Project Status: Oakhaven Park construction in 2008 will include a hardcourt with a basketball hoop, a playground structure with equipment for the 2-5 age group, 5-12 age group and swings. Phase II construction would include horseshoes, a picnic shelter with seating, additional walks, landscaping and buffers.</p>	<p>Relationship to General Plan and Other Projects: The development of Oakhaven Park allows for better access to a Neighborhood Park Service Area that is currently deficient of park access.</p> <p>Effect on Annual Operations Costs: Annual operating costs have been included in the 2008 budget. Staff will inventory amenities upon construction and include them in the 30 year improvement schedule.</p>
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**Minnetonka Park Board Item 6
Meeting of March 3, 2010**

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.

Outdoor Ice Rinks

Operation of outdoor ice rinks were extended an additional week, closing on Monday, February 22. Rinks were initially scheduled to close on Monday, February 15. Favorable weather conditions allowed Public Works to continue maintenance of the rinks on a daily basis. Recreation Services scheduled staff at Glen Lake School; as well as McKenzie, Meadow and Spring Hill Parks to allow for extended warming house hours.

Recreation Services Summer Brochure

The recreation summer brochure was posted online on Friday, February 19 and will get mailed to residents on Friday, February 26. Registration will begin on Monday, March 8 for Hopkins and Minnetonka residents. Open registration will begin on Monday, March 22. The brochure is also available at local libraries and community education offices.

The brochure features Shady Oak Beach on the front and inside back cover, and “Get Active” Coupon and Kid’s Corner on the front and inside front cover. Summer Festival is the main feature on the back cover. The entire brochure is 52 pages including 4-color cover.

2010 Kids’ Fest

The 13th annual Kids’ Fest was held on Sunday, February 14th from 1 – 5 p.m. Activities took place at the Minnetonka Community Center, Williston Fitness Center and Minnetonka Ice Arena. The event included indoor and outdoor activities such as dog sled rides, Bingo with prizes, face painting, ice sculpture demonstrations, S’mores by the fire, crafts, open swimming, batting and skating, and much more. Admission for this popular event was free and drew approximately 2,000 visitors. Through the sale of concessions at this event, \$486 was raised for the Richard Wilson Scholarship Fund.

Glen Lake Ski Trail

Through the first 63 days of operation (February 23), the Glen Lake Ski Trail is averaging 32 skiers per day. This compares to 23/day for the entire 07/08 season and 24/day for the 08/09 season. With excellent snow conditions still in place, it is anticipated that the season will be able to run through March 14 as budgeted. In addition, total revenues to date are approximately \$5,600 compared to \$4,721 for the entire 08/09 season. As a result of our ski trail partnership, Three Rivers Park District staff was extremely helpful in setting up the dog sled track at the Community Center for the Kids' Fest event held on Sunday, February 14.

**Minnetonka Park Board Item 7
Meeting of March 3, 2010**

Upcoming Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	4/7/10	Regular	•	
Wed	5/5/10	Tour	• Tour of parks, trails and recreational facilities	5:15 p.m. start
Wed	6/2/10	Regular	• Review of outdoor ice reservation policies • Pre-approving/recognizing volunteer projects	
Wed	7/7/10	Regular	•	
Wed	8/4/10	Regular	• Tour natural resources restoration and management areas	5:30 tour (tentative)
Wed	9/1/10	Regular	•	

Other Meetings/Activities to Note

Date	Description	Special Notes
Wednesday, April 21, 2010	Boards & Commission Member Recognition Dinner	Community Center 6:00 p.m.: Social 6:30 p.m.: Dinner
Saturday, June 26, 2010	Minnetonka Summer Festival	Race events: 7:30 a.m. Activities: 4 – 10 p.m.

Items to be scheduled:

- **Review of 2010 athletic field revenues (November)**
- **Park renewal planning - Oberlin Park**
- **Review of park dedication fees**