

1. Roll Call

Park Board members in attendance included, Patty Acomb, Kyle Gallagher, Tim Goodyear, Elise Raarup, and Patrick Robben. Staff members in attendance included Geralyn Barone, Nicole Gorman, Dave Johnson, Mike Pavelka and Perry Vetter.

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

2. Approval of Minutes

Goodyear moved and Acomb seconded a motion to approve the meeting Minutes of June 2, 2010. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Review of outdoor ice rink scheduling and operations

Recreation Services Director Dave Johnson provided an overview of the item, noting the park board made successful changes to the scheduling of outdoor hockey rinks by youth associations during the 2009/2010 season. Johnson also indicated staff is recommending the addition of Boulder Creek Park as an available site to reserve beginning in the 2010/2011 season.

Johnson explained that the primary item for discussion and feedback from the park board involved staff recommended changes to the supervision of outdoor ice rinks for the 2010/2011 season. He introduced Nicole Gorman, Senior Services and General Programs Manager, whose responsibilities include staffing of outdoor ice rinks.

Gorman noted that historically, staffing of ice rink attendants has been a challenge due to a short season of employment, and the dependency on weather conditions for hours worked. As a result of these challenges, employees hired have not always proved to be as dependable as needed, resulting in facilities that are late in opening or on occasion not opened at all.

To address these concerns, Gorman proposed a change to the traditional staffing of attendants at all locations, to a system that includes five supervisor positions that rotate between the eight locations to ensure that rinks open and close on time and the buildings are maintained in a quality way.

Gorman proposed that ice rink supervisors be assigned to the following site responsibilities:

1. Meadow Park
2. Glen Lake Elementary
3. Covington Park & Spring Hill Park
4. Gatewood Elementary & Boulder Creek Park
5. Gro Tonka Park & McKenzie Park

Gorman explained the benefits of this proposed changes include:

- A reduction in staff from approximately 30 employees to 11.
- Improved communication of responsibilities
- Assurance that facilities will be opened on time
- Improved maintenance of facilities
- A budget reduction of approximately 8 percent
- Reduced likelihood of lost/misused keys

In addition, Gorman noted that staff is recommending extending Saturday hours for outdoor ice rinks from 12 p.m. – 5 p.m., to 12 p.m. – 9 p.m. Noting that extending hours on Saturdays and recommended changes would result in a slight budget increase of 1.75 percent for the 2010/2011 season.

Robben opened the floor to park board member for questions and comments.

Acomb asked if warming houses have ever been staffed later on Saturdays as proposed by staff. Perry Vetter, Assistant Public Works Director, indicated that when he was in the position of scheduling outdoor rinks earlier in his career, rinks were open later on Saturdays. Vetter thought that this change was a result of budget cutbacks several years ago. He added that with the staffing changes Gorman is recommending, budgets would not have to be increased significantly to accommodate the increased times on Saturdays.

Gallagher asked about the volunteer program currently in place for outdoor rinks and asked if this program could possibly cover extended hours on Saturday. Johnson noted that 6 - 10 volunteers are trained annually to be outdoor ice rink volunteers. He indicated that the primary purpose for the program is to allow volunteers to open the rinks for extended use as the volunteer's schedule allows. Johnson noted that last year approximately 120 additional hours of use were provided at the eight Minnetonka locations combined. Johnson indicated that use of volunteers was not a viable option, because volunteers were not required to work a set schedule.

Raarup asked if anyone could become a volunteer. Johnson indicated that anyone who meets the minimum requirements established, including a criminal background check, could become a volunteer. He added that volunteer recruitment information is published prior to the season in the Minnetonka Memo.

Goodyear asked if phone numbers are, or could be, published at each site in case the facility is not open as scheduled. Gorman indicated that the hours would

be posted. Johnson suggested that Police Dispatch be listed as the contact number so that the request is immediately received.

Robben asked if there are safety concerns that staff has with the proposed staffing schedule. Gorman indicated that adults are typically on site any time an organized hockey practice is taking place. Johnson noted that the use of revolving supervisors is currently used for park and building supervisors within the city. He added that other facilities such as the Glen Lake Skate Park are operated unsupervised. Johnson indicated that vandalism could be an issue, but reminded the board that staff will routinely be at the parks in regular intervals to supervise activity; and can remain at the park if it appears that problems may arise.

Goodyear requested that hockey rink schedules be posted in the warming houses where practices are allowed.

Vetter noted that a new lighting system will be installed this year for Gro Tonka Park that allows for a timer to control lighting periods. He noted that this technology is successful and is currently available in Spring Hill, Boulder Creek, Meadow and McKenzie Parks.

Gallagher requested that the additional Saturday evening hours be monitored throughout the season and cut back if not being utilized by the public.

Hearing no further discussion, Acomb moved and Gallagher seconded a motion to add Boulder Creek Park to the listing of available hockey rinks for reservation; and to approve the staffing changes recommended by staff for the 2010/2011 season. All voted "Yes." Motion carried.

B. Consideration of 2011 Gray's Bay Marina slip rental fees

Mike Pavelka, Facilities Manager, provided an introduction. He noted that since 2003, the park board has annually reviewed slip rates for Gray's Bay Marina with an average increase of 6.5 percent. Pavelka indicated that an increase has occurred every year with the exception of 2010 when rates remained the same.

Pavelka proceeded with a review of 2010 operations to date, noting it was currently on pace to be the highest selling record since the facility was opened in 2003 for the gallons of gasoline sold, He attributed sales to an early start of the season and a warmer summer, indicating that if sales continued at this pace, net gas revenues would be approximately \$4,000 over 2010 budget estimates. Pavelka closed by stating he believed 2010 operations would meet or exceed budget expectations for 2010; therefore staff did not have a recommendation to increase rates for the 2011 season.

Robben opened the floor to park board member for questions and comments.

Acomb asked if a waiting list remains for residents interested in a boat slip. Pavelka responded that a waiting list is in place, noting that only one slip was turned over for 2010. He added that more are expected in 2011 due to some slip holders reaching the 8-year maximum for holding a slip.

Goodyear complimented staff on the management of marina operations, noting that for the first seven years of operation an escrow of \$231,099 has been accumulated as compared to the budgeted amount of \$136,500 for that period.

Robben added that it appeared staff had a good feel for the needs of the operation and was supportive of the recommendation to not increase rates for 2011. He questioned why the traffic on the lake was so heavy this past summer due to the economic challenges in place. Pavelka responded that the summer included great weather in the spring, followed by hot and excellent boating conditions for most of the weekends through the summer months.

Hearing no further discussion, Raarup moved and Goodyear seconded a motion to keep Gray's Bay Marina boat slip rates at \$3,800 for the 2011 operating year. All voted "Yes." Motion carried.

C. Consideration of an agreement to provide Glen Lake Golf Course ski trail operations for the 2010/2011 season

Johnson provided background on the item noting that the city and Three Rivers Park District (TRPD) have collaborated for the past three years to provide a cross country ski trail at the Glen Lake Golf Course. He explained that as part of an annual agreement developed jointly by the city and TRPD, the trail is maintained by TRPD and available for public use from 11 a.m. - 5 p.m. weekdays, and 9 a.m. - 5 p.m. on weekends from approximately December 15 - March 15. In addition to providing trail maintenance and use of the clubhouse, TRPD also provides equipment for rental. Use of the trail requires either the payment of a daily fee, or purchase of a city or TRPD annual pass.

Johnson summarized 2009/2010 operations by noting that the season resulted in 76 days of operation, closing one week early, due to inadequate snow conditions. Attendance for the season totaled 2,327, an average of 30.6 people per day. The 2009/2010 attendance increased 31.5 percent from 2008/2009. In addition, equipment rental revenue increased 37.7 percent, with \$2,310 collected compared to \$1,678 in 2008/2009. The city's financial commitment to operate the trail last season, budgeted to cost \$23,000, was actually \$21,688.

Johnson closed by indicating that both city and TRPD staff are in the budget planning phase for 2011 and need to determine if the operation will continue for next season. He noted that staff is recommending extending the agreement for another year based on increased use experience in each of the first three seasons.

Robben noted that he used the trail last season and strongly approves extending the agreement another season.

Goodyear agreed, however noted that the city should look at adjusting the agreement to benefit the city when the time is right. Johnson noted that the program is still developing and felt that the time will come when it will be difficult for TRPD to back out of the agreement. He recommended making revisions at that time and for now operating off of the existing agreement that has worked to the benefit of both parties.

Gallagher voiced support for continuing the agreement and challenged staff to develop classes or special events at the site that help inform residents of the opportunities available. Johnson responded that TRPD has indicated a willingness to extend staffing hours to accommodate such programs.

Raarup indicated support for the extension and noted that word of the trail and amenities are spreading.

Hearing no further discussion, Robben entertained a motion on the item.

Gallagher moved and Acomb seconded a motion to extend the agreement with Three Rivers Park District for the operation of a cross country ski trail at Glen Lake Golf Course for the 2010/2011 season. All voted "Yes." Motion carried.

5. Park Board Member Reports

Acomb inquired about the status of the pedestrian crossing at Plymouth and McGinty roads noting that she was disappointed in the striping. Vetter indicated that the work is a Hennepin County project and noted that he would provide Acomb with a project contact.

Raarup asked about the status of work being completed on the Glen Lake Plaza. Barone reported that the project has been approved by council and construction is underway. She reported that there have been some challenges due to problems that have been discovered on site.

6. Information Items

Vetter reported that removal of the existing Mills Landing gift shop and two homes the city has purchased on Minnehaha Creek east of Minnetonka Mills will be completed in late October or early November.

Vetter also reported that a review of potential dog park locations will be conducted in the upcoming weeks. He added that once completed, staff will bring all park board recommended park ordinance changes to the council for consideration.

Vetter reported that a survey of ash trees in being completed in Boulder, Meadow, Groveland and Big Willow Parks. He noted that the reason for the survey is to inspect and determine removals for a long-term plan.

7. Upcoming Park Board Agenda Items

The board reviewed their upcoming 6-month schedule and requested the addition of a tour of the Glen Lake Ski Trail at the February 2, 2011 meeting.

8. Adjournment

Acomb moved and Gallagher seconded a motion to adjourn the meeting at 8:39 p.m. All voted "Yes." Motion carried.