



Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall
Boards & Commissions Room
January 5, 2011
7:00 p.m.

Parks & Recreation

Board **Vision**

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

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**

___ Patty Acomb	___ Denny Lambert
___ Kyle Gallagher	___ Marvin Puspoki
___ Tim Goodyear	___ Elise Raarup
	___ Patrick Robben

2. **Approval of Minutes**

A) December 1, 2010

3. **Citizens wishing to discuss items not on the Agenda**

4. **Business Items**

A) Adoption of the 2011 Park Board Strategic Plan
B) Appointment of Chair and Vice-Chair positions
C) Tour of Williston Fitness Center (7:45 p.m.)

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, Marvin Puspoki, Elise Raarup and Patrick Robben. Staff members in attendance included Geralyn Barone, Jo Colleran, Dave Johnson, Janet Larson, Mike Pavelka and Perry Vetter.

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

2. Approval of Minutes

Acomb moved and Gallagher seconded a motion to approve the meeting Minutes of October 6, 2010. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

Nick Wyers of Scout Troup 345 presented his plan for his Eagle Scout project that included repair of eight existing deer exclosures at Big Willow Park. Wyers explained that work included cementing in new posts and replacing existing fencing with galvanized welded wire. He reported that the project was approved by staff in August of 2009 with work completed from September 18 – 27, 2010. A total of 206 hours were donated to the project that included 40 volunteers of which Wyers donated 30.

Gallagher asked if there were any changes Wyers would recommend if he were to do the project over. Wyers indicated that he would have preferred doing the project during the summer months when more daylight was available; and also suggested that he may have used a different method to pour concrete for the posts.

Goodyear asked for a summary of the benefits this project provides the city. Janet Larson, Natural Resources Specialist, indicated that the exclosures protect deer from impacting the natural state of the area and as a result, native wildflowers that are rare to the park system have been rediscovered in Big Willow Park.

The entire board thanked Wyers for his contributions, and congratulated him on his Eagle Scout designation.

4. Business Items

A. 2010 Athletic Field Fees summary

Mike Pavelka, Facilities Manager through Recreation Services, provided the introduction and background. He indicated that athletic fields available for community wide use are defined in two primary classifications; "dedicated fields" that are prepared for a specific sport; and "non-dedicated fields" that are maintained for different sports depending upon the season of use.

Pavelka explained that dedicated and non-dedicated fields are provided at parks throughout the city, and can be reserved by any interested program that meets the minimum qualifications for liability and participation as required by the city. Dedicated fields are provided at Guilliams, Big Willow, Lone Lake and Civic Center Parks, and non-dedicated fields are provided at Oberlin and Gro Tonka Parks.

Pavelka further explained that the city also provides designated complexes/fields to four youth associations that serve residents of the city. These include 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.

Pavelka reviewed action taken to date by the park board and council that began with the park board conducting a public meeting followed by a regular meeting on October 7, 2009, and concluded with final recommendations for a fee schedule being developed at the October 7, 2009 meeting. At that time, staff had indicated that fees would increase from approximately \$12,400 in 2009 to an estimated \$24,600 in 2010 if adopted as proposed. Pavelka reported that stipulated in the approval, the board recommended that the fees remain in place with no further increases through the 2011 season, and that 67 percent of the amount collected be assigned to general operations, and 25 percent to a capital fund for future upgrades to fields. Pavelka indicated that the city council reviewed and approved the park board's recommendation, without changes, at their meeting on December 7, 2009.

For the 2010 season, Pavelka reported that revenues collected in 2010 were \$23,769, within \$850 of the estimate. He noted that the approved fees were accepted well by the user groups and added that in comparison to the 2010 estimated hours of use, some fields had less scheduled activity while some had more, but eventually totals were about 250 hours less than anticipated. The majority of the reduced hours were attributed to one past user group who declined to reserve field space in 2010. Pavelka summarized that the benefits of the new fee schedule included more efficient and responsible use of city fields by athletic organizations; as well as a more fair distribution of field space. Perry Vetter, Assistant Public Works Director, added that the new system resulted in far fewer occasions where field crews would prepare a field for use and have no one show up.

Pavelka closed by indicating that the allocation of revenues based on the approved plan will result in \$15,854 (67%) being designated for operational expense and \$7,915 (33%) designated for capital expense. Pavelka noted that he was recently informed that these fees may be subject to sales tax and, if so, these amounts would be reduced by approximately \$1,600.

Robben questioned if the park board should consider adjusting the fees to compensate for sales tax. Pavelka noted that with the two year recommendation in place, any adjustment should occur for the 2012 season.

Goodyear expressed appreciation for the work done in accurately estimating revenues for the season.

Gallagher asked if the change did indeed result in reduced maintenance costs. Vetter confirmed that it had, primarily due to reduced field prep time.

Hearing no other comments, Robben thanked Pavelka for the report.

B. Update on recommended changes to park regulations and off-leash study

Vetter provided the introduction noting that during the November 3, 2010 city council and park board joint meeting, recommended changes to the Park Ordinance 1135 (park regulations) were reviewed. He noted that these changes were approved by the park board in the fall of 2008 after receiving input from residents and staff during spring and summer meetings.

Vetter noted that all of the general regulation changes remain intact. However, based on the joint meeting discussion on the voice and sight command requirements, he indicated that staff has revised the regulations without a permit system and kept the remaining requirements in order to clarify and define the privilege. Vetter reported that since the park board's recommendations last year, reports of negative encounters between voice and sight command users and non-dog users have dwindled. Staff can only attribute this to the discussions that took place with park users and their willingness to self police and educate other users about the privilege. If approved, the changes would go into effect after an intensive educational effort, utilizing various formats including the city website, Minnetonka Memo and announcements at specific park locations.

Vetter reported that staff has reviewed potential locations for multiple off-leash areas and toured potential sites with Mayor Schneider. He noted that while the potential for locations may seem abundant due to the number of parks and the corresponding acreage, each location has unique characteristics that either eliminates or allows for further discussion. Vetter reviewed five remaining locations for further discussion that included Big Willow Park, Lake Minnetoga, Tower Hill Park, Crane Lake Park and the Kelly Park Gardens. Vetter provided the following comments regarding each location;

Big Willow Park

- Big Willow is currently targeted to remain a voice and sight command area
- Potential off-leash area located in SW portion of the park
- Unsure of exact size of the area
- Open & wooded site
- No street access, only by trail off of Plymouth Road

Lake Minnetoga

- 48 acre site
- Not considered part of the city's park system
- Combination of high and low lands (wet/dry)
- Provides access to lake Minnetoga

Tower Hill Park

- Park is centrally located within the city
- 5 Million gallon water reservoir buried underneath which would require further study

Crane Lake Park

- Smallest area under consideration
- Existing shared parking could require a use agreement

Kelly Gardens

- Current location of the community garden plots managed by the city
- Displacement would require relocation of the gardens
- Connection to Purgatory Park
- Parking infrastructure in place

Vetter added that a sixth location at Lone Lake Park had previously been included but was left off of the current list due to the park boards previous action taken to reject a proposal in a different location within Lone Lake Park due to its proximity to Bryant Lake Park operated by Three Rivers Park District.

Vetter closed by indicating that there were two discussion points at hand that included feedback on changes staff was proposing to the park regulations; and which, if any, of the proposed off-leash areas the park board would like staff to explore a more detailed master plan for.

Robben asked if there is a connection between the park regulations and the off-leash park locations. Vetter responded that there was not, adding that with no administrative process being recommended by staff (fees or documents); language included in the ordinance could stand on its own.

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

Gallagher asked Vetter which of the potential off-leash locations has the least amount of traffic concerns, citing the high volume of Plymouth Road and Cedar Lake Road as examples for Big Willow Park. Vetter responded that staff was not at the point in exploring the options to address that question, adding that the next step of a master plan would take traffic into account.

Robben suggested that the park board first review the ordinance changes and make recommendations; then proceed to the issue of potential sites for an off-leash area.

Gallagher voiced concern that he could not consider the ordinances without knowing where a dog park would be located. Vetter responded that the addition of an off-leash area should be considered as another amenity that would be available for residents to use who are not comfortable with their dog being off-leash in a voice and site command area. Johnson added that the language currently included in the ordinance language is generic and included only for the purposes of any future off-leash area that might be added. He stated that as written, an off-leash area does not have to be provided. Gallagher expressed comfort in moving in the direction Robben recommended.

Raarup noted that by removing the permit process, it appears that some of the "teeth" has been taken out of the ordinance. Vetter replied that although there is no actual permit being recommended, those in violation are still bound by the ordinance. Raarup indicated that she could still support the ordinance but in speaking with her neighbors who use Victoria-Evergreen Park, a visible permit would be preferred. GERALYN BARONE, Assistant City Manager, added that the permit process was removed due to the success of dog owners following the ordinance that has been achieved; as well as the city's recent move to try and be less bureaucratic by reducing paperwork and fees.

Puspoki asked if staff was comfortable relying on education to control enforcement. Vetter responded that he was, adding that he has consulted with the police department and they have indicated that they are comfortable as well.

Goodyear indicated that he was comfortable with most of what was being proposed by staff. He supported the elimination of the fee and agrees that the less bureaucratic the process can be the better. Goodyear requested that the police department use enforcement for serious violations, but stressed concern for the use of enforcement over education for the minor violations. Lastly, Goodyear noted conflicting language in Definition #7 of the proposed ordinance relating to "Voice and Sight Command". He noted that at the beginning of the definition, the wording "first time" was used for a requirement for an owner dog returning upon being called; however later in the definition, the words "quickly and accurately" were used. Goodyear commented that very few dogs will return the first time called and was concerned that police could be too stringent with if "first time" was used as a requirement.

Acomb commented that she liked "first time" as the requirement, noting that "quickly" was too subjective. Robben and Pospoki agreed. Goodyear indicated that he could argue either way, but was concerned that the speed of response not be abused in enforcement.

Robben opened the floor to public comments.

Ed Freeman, 2700 Crestwood Circle, noted that Lone Lake Park was initially not included as voice and sight command area due to the prospect of having an off-leash area included in the park. He asked that Lone Lake now be considered as an

additional location now that the off-leash area will not be developed in Lone Lake due to the park board's action. Freeman agreed that dog owners have taken the responsibility of following the rules seriously and will continue to self-police each other.

Vetter responded that the proposed location for an off-leash area was part of the reason for not including Lone Lake as a voice and sight command area; however staff's recommendation intentionally left Lone Lake Park and Civic Center Park without voice and sight command areas so that non dog owners had areas to use without the concern of off-leash dogs being in the area.

John Brooks, 5704 Highpark Drive, indicated that he agreed with Goodyear's comments about the response time requirements included in the ordinance language and supported wording that would not be too strict. He added that he was not sure what the requirement should be but suggested possibly a time limit. Responding to Gallagher's earlier comment about the need for an off-leash dog park, Brooks indicated that the need for some sort of an off-leash area exists for owners with dogs that are unable to be trained to use voice and sight command areas.

Hearing no further comments related to the ordinance language, Robben entertained the possibility for a motion on the item.

Goodyear moved that the ordinance amendments proposed by staff be approved as submitted with one change that included the use of "quickly and accurately" for dog response time and the elimination of "first time" in the language. The motion was not seconded.

Gallagher asked resident Freeman if he could comment on the number of dogs that could respond the first time they were called. Freeman responded that very few dogs would respond on the first call.

Robben suggested having the requirement read "when you command the dog to come it does so".

Agreeing with Robben's suggestion, Goodyear moved and Gallagher seconded a motion that the park ordinance amendments proposed by staff be approved as submitted with one change that included the requirement for a dog to return to its owner to read "when you command the dog to come it does so". All voted "Yes". Motion carried.

Robben asked Vetter if this action will now allow for the park ordinance changes to be forwarded to the city council for consideration. Vetter said yes and that it would be scheduled sometime in January. Robben thanked board members and residents in attendance for their patience and understanding.

Robben directed the board to move to the discussion of potential locations for an off-leash dog park so that staff could follow up with a more detailed master plan of possible locations. He asked for park board member questions and comments on the areas detailed earlier by Vetter.

Goodyear indicated that based on last year's discussion, his criteria for a location included impact on the neighborhood, infrastructure requirements, environmental concerns, and the physical location (noting the proximity of Lone Lake Park to Three Rivers Park District's Bryant Lake Park).

Gallagher indicated that parking and traffic were his primary concerns, as well as environmental impact.

Puspoki asked what the environmental impact would be on the second Lone Lake location that was identified. Vetter responded that that level of detail is currently unknown but could be answered as part of a master plan review. Puspoki questioned how many parks staff was proposing be built. Vetter indicated that the number of facilities needed depend on the size and location of the sights selected to explore.

Acomb indicated that she felt that a dog park of some size was needed to provide for dogs that cannot be off-leash in the voice command areas for various reasons. Vetter agreed noting that staff is proposing the addition of an off-leash area because of demand, not because it would just be a nice amenity to have. Acomb asked what the requirement for parking would most likely be. Vetter indicated that the previous Lone Lake Plan had included 15 – 18 parking spots.

Raarup asked if there would be use restrictions developed if a park is to be constructed. Vetter indicated that there would be specific rules for the off-leash park, as well as the enforcement of general park rules such as hours of use.

Goodyear analyzed the Kelly (garden) Park location and suggested that there would most likely be neighborhood related concerns, but added that the parking infrastructure in place would be beneficial. Jo Colleran, Natural Resources Division Manager, noted that most of Kelly Park is in a wetland and cautioned that dog feces are not permitted in designated wetland areas. She indicated that the Big Willow site appears to be the best location as far as impact on the natural environment is concerned.

Goodyear suggested that the board eliminate two locations from consideration, Tower Hill Park and Lake Minnetoga. He indicated that he felt the remaining three locations had at least minimal potential, adding that Crane Lake is small but may be able to serve in some capacity.

Robben agreed with Goodyear's assessment, adding that he was still not convinced that a need for a dog park existed considering that neighboring communities and

agencies such as Three Rivers Park District provide parks that are available for Minnetonka resident use.

Pospoki noted that he likes the new Lone Lake option, but noted that he was not on the board for the previous discussion that eliminated the previous Lone Lake option. Robben noted that a primary reason for eliminating the previous Lone Lake option was the park's proximity to Bryant Lake Park which already provides an off-leash area.

Robben asked if any board member was prepared to entertain a motion.

Pospoki moved and Acomb seconded a motion to direct staff to proceed with the development of master plans for consideration of Big Willow, Crane Lake, Kelly and Lone Lake Parks as potential off-leash dog park locations. Robben opened the floor to discussion. Goodyear suggested a friendly amendment to remove Lone Lake Park from consideration due to proximity issues with Bryant Lake Regional Park. Pospoki and Acomb accepted the amendment and Pospoki revised his motion to read direct staff to proceed with the development of master plans for consideration of Big Willow, Crane Lake, and Kelly Parks as potential off-leash dog park locations. Acomb seconded the motion. Acomb, Goodyear, Pospoki, Raarup and Robben voted "Yes". Gallagher voted "No". Motion carried.

C. Development of the Park Board's 2011 Strategic Plan

Johnson provided the background to this item, noting that the park board annually considers their strategic plan in December to set goals and objectives for the following year. Johnson reviewed changes as recommended by staff. Changes recommended were based on 2010 accomplishments, date changes and a request by Council Member Amber Greves to review options currently in place for the provision of adaptive recreation services.

It was requested by the board to add an objective to review the park boards approach to conducting business as recommended by board member Lambert at the joint meeting of the park board and council.

Hearing no further requests for changes, Johnson informed the board that he would make the changes reviewed and bring back the strategic plan in January for final approval.

5. Park Board Member Reports

None.

6. Information Items

No additional items were discussed beyond information that was included in the meeting packet.

7. Upcoming Park Board Agenda Items

Johnson noted that the February 2, 2011 meeting will be held at the Glen Lake Golf Course and will include a tour of the cross country ski trail which is jointly operated by the city and Three Rivers Park District. The board requested that a tour of the trail be held at 4:30 p.m., followed by the regular meeting at 6 p.m.

8. Adjournment

Goodyear moved and Acomb seconded a motion to adjourn the meeting at 9:21 p.m. All voted "Yes." Motion carried.

**Minnetonka Park Board Item 4A
Meeting of January 5, 2011**

Subject:	Adoption of the 2011 Park Board Strategic Plan
Park Board related goal:	Enhance long-term park board development
Park Board related objective:	Annually assess the park board strategic plan
Brief Description:	At the December 1, 2010 meeting, the park board provided staff with direction for changes to the park board's strategic plan for 2011. Staff has prepared a draft of the 2011 plan for the board's review.

Background

At the December 1, 2010 meeting, the park board reviewed their 2010 strategic plan including the mission, vision, goals and objectives. Based on input received, staff has since developed a draft plan for 2011 for the park board to consider for adoption.

When the 2011 Strategic Plan is adopted, staff will prepare specific action steps to assist the park board in meeting their stated goals and objectives. A draft of the 2011 Strategic Plan discussed at the December meeting is attached.

Discussion Points

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

Recommended Park Board Action: Review the draft strategic plan, make changes as desired, and adopt for 2011. Direct staff to prepare action steps intended to meet the board's final goals and objectives.

Attachments

1. 2011 Park Board Strategic Plan (Drafts with/without changes)

**Minnetonka Park & Recreation Board
2011 Strategic Plan**

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Vision for Minnetonka Parks and Recreational Facilities

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

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

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

Goals and Objectives (order does not reflect priority)

To protect natural resources and open space

- Objective #1: Conduct an ongoing evaluation of the open space process
- Objective #2: Assist staff in managing the open space process through successful completion
- Objective #3: Continue to review and comment on the implementation of the natural resources stewardship plan
- Objective #4: Review options to enhance natural resources & open space

~~Objective #5: Promote the city's efforts of protecting and enhancing the community's natural resources by creating awareness and supporting educational strategies~~

Deleted: Objective #5:

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

To renew and maintain parks and trails

- Objective #1: Develop recommendations for scheduled 2011 park renewal projects
- Objective #2: Involve park board member participation in park & trail projects
- Objective #3: Conduct an annual review of park dedication fees
- Objective #4: Identify areas of the city that are deficient of adequate park or trail amenities
- Objective #5: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

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To provide quality athletic and recreational facilities and programs

- Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update
- Objective #2: Perform an annual review of the Gray's Bay Marina operations plan
- Objective #3: Evaluate 2010 - 2011 Glen Lake Golf Course cross-country ski trail operations and develop recommendations for 2011-2012
- Objective #4: Anticipate, review and respond to community needs not previously identified
- Objective #5: Annually review policies related to the operation and management of parks to determine if changes are required
- Objective #6: Ensure that park amenities and programs address future community needs and changing demographics

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~~Objective #7: Review the 2011 agreement in place for the provision of adaptive recreation programming and make recommendations for the 2012 agreement~~

~~Objective #8: Conduct a review of the athletic field fee schedule developed for 2010 and 2011 and make recommend adjustments for 2012~~

Enhance long-term Park Board development

- Objective #1: Define CIP projects for 2012-2016 related to parks, trails & open space
- Objective #2: Enhance council relations- serve as a voice to the council
- Objective #3: Increase community awareness of park board initiatives
- Objective #4: Schedule board member involvement in annual park board and city related activities
- Objective #5: Annually assess the park board strategic plan
- Objective #6: Conduct a review of the park board's program for recognizing volunteers who complete pre-approved projects to benefit the park system

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~~Objective #7: Review the park board's process for conducting business and develop recommendations for future changes~~

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Minnetonka Park & Recreation Board 2011 Strategic Plan

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Goals and Objectives (order does not reflect priority)

To protect natural resources and open space

- Objective #1: Conduct an ongoing evaluation of the open space process
Objective #2: Assist staff in managing the open space process through successful completion
Objective #3: Continue to review and comment on the implementation of the natural resources stewardship plan
Objective #4: Review options to enhance natural resources & open space
- Objective #5: Promote the city's efforts of protecting and enhancing the community's natural resources by creating awareness and supporting educational strategies

To renew and maintain parks and trails

- Objective #1: Develop recommendations for scheduled 2011 park renewal projects
Objective #2: Involve park board member participation in park & trail projects
Objective #3: Conduct an annual review of park dedication fees
Objective #4: Identify areas of the city that are deficient of adequate park or trail amenities
Objective #5: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

To provide quality athletic and recreational facilities and programs

- Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update
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Objective #5: Annually review policies related to the operation and management of parks to determine if changes are required
Objective #6: Ensure that park amenities and programs address future community needs and changing demographics
Objective #7: Review the 2011 agreement in place for the provision of adaptive recreation programming and make recommendations for the 2012 agreement
Objective #8: Conduct a review of the athletic field fee schedule developed for 2010 and 2011 and make recommended adjustments for 2012

Enhance long-term Park Board development

- Objective #1: Define CIP projects for 2012-2016 related to parks, trails & open space
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Objective #3: Increase community awareness of park board initiatives
Objective #4: Schedule board member involvement in annual park board and city related activities
Objective #5: Annually assess the park board strategic plan
Objective #6: Conduct a review of the park board's program for recognizing volunteers who complete pre-approved projects to benefit the park system
Objective #7: Review the park board's process for conducting business and develop recommendations for future changes

**Minnetonka Park Board Item 4B
Meeting of January 5, 2011**

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

Background

By ordinance, the park board is required to select a Chair and Vice–Chair to serve beginning with the February 2011 meeting. The current terms of Chair Patrick Robben and Vice–Chair Patty Acomb expire on January 31, 2011. New appointments will serve a term from February 1, 2011 through January 31, 2012.

Discussion Points

- None

Recommended Park Board Action: Recommend appointments for the Chair and Vice–Chair positions for a term beginning February 1, 2011 through January 31, 2012.

**Minnetonka Park Board Item 6
Meeting of January 5, 2011**

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.

2010 Park Board Annual Report (DRAFT)

At the request of the city council, all city boards and commissions are asked to complete annual reports. These reports are intended to provide the council with updates on the accomplishments, goals and objectives of each board. The draft version of the park board's 2010 Annual Report is attached for the park board's review. Please provide staff with any requested changes.

Attachment

1. 2010 Park Board Annual Report - Draft

2010 Annual Report Park Board

Mission

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

Membership

Changes to the park board that occurred in 2010 included the appointment of Marvin Puspoki who, in March, replaced outgoing member Bruce Gefvert after serving his term limit of eight years on the park board. In January, Patrick Robben was appointed as Park Board Chair, replacing Tim Goodyear who stepped down after three years of serving in that position. The park board met a total of nine times during the year, including the hosting of a joint meeting with the city council in November.

2010 Attendance Schedule

Member	Jan	Feb	Mar	May	June	Sept	Oct	Nov	Dec	Meetings Attended
Acomb	Y	Y	Y	Y	Y	Y	Y	Y	Y	9/9 100%
Gallagher	E	Y	Y	Y	E	Y	Y	Y	Y	7/9 78%
Gefvert	Y	T	T	T	T	T	T	T	T	1/1 100%
Goodyear	Y	Y	Y	Y	Y	Y	E	Y	Y	8/9 89%
Lambert	E	Y	Y	Y	Y	E	Y	Y	E	6/9 67%
Pospoki	N/A	N/A	Y	Y	Y	E	Y	E	Y	5/7 71%
Raarup	Y	Y	Y	Y	Y	Y	E	E	Y	7/9 78%
Robben	Y	Y	Y	Y	Y	Y	Y	Y	Y	9/9 100%

Y = Present	E = Excused	U = Unexcused	T = Term Expired	R = Resigned
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Highlights of the Past Year

The most significant accomplishments of the board during 2010 included the following:

- Developed Park & Trail recommendations totaling \$4,472,000 for the 2011 – 2015 CIP.
- Implemented a comprehensive athletic field fee schedule for the use of all city provided fields; and established a capital improvement fund for field improvements.
- Reviewed and approved natural resource initiatives including the education work plan, the Lake Rose Park restoration grant, the emerald ash borer preparedness grant, the "Adopt-A-Spot" program for volunteers and five Eagle Scout projects.
- Reviewed 2010 operations for Gray's Bay Marina and established slip fee rates for the 2011 season.
- Reviewed operations for outdoor ice skating rinks, modifying past staffing practices and extending weekend operation hours for the 2010 – 2011 season.
- Developed recommendations for council consideration of a tobacco free policy in all city parks

The park board has established the following goals and objectives for 2011:

To protect natural resources and open space

Objective #1: Conduct an ongoing evaluation of the open space process

Objective #2: Assist staff in managing the open space process through successful completion.

Objective #3: Continue to review and comment on the implementation of the natural resources stewardship plan

Objective #4: Review options to enhance natural resources & open space

Objective #5: Promote the city's efforts of protecting and enhancing the community's natural resources by creating awareness and supporting educational strategies

To renew and maintain parks and trails

Objective #1: Develop recommendations for scheduled 2011 park renewal projects

Objective #2: Involve park board member participation in park & trail projects

Objective #3: Conduct an annual review of park dedication fees

Objective #4: Identify areas of the city that are deficient of adequate park or trail amenities

Objective #5: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

To provide quality athletic and recreational facilities and programs

Objective #1: Implement recommendations for athletic field improvements as defined in the 2004 Athletic Field Needs Update

Objective #2: Perform an annual review of the Gray's Bay Marina operations plan

Objective #3: Evaluate 2010 – 2011 Glen Lake Golf Course cross-country ski trail operations and develop recommendations for 2011-2012

Objective #4: Anticipate, review and respond to community needs not previously identified

Objective #5: Annually review policies related to the operation and management of parks to determine if changes are required

Objective #6: Ensure that park amenities and programs address future community needs and changing demographics

Objective #7: Review the 2011 agreement in place for the provision of adaptive recreation programming and make recommendations for the 2012 agreement

Objective #8: Conduct a review of the athletic field fee schedule developed for 2010 and 2011, and make recommendations for 2012

Enhance long-term Park Board development

Objective #1: Define CIP projects for 2012-2016 related to parks, trails & open space

Objective #2: Enhance council relations- serve as a voice to the council

Objective #3: Increase community awareness of park board initiatives

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

Objective #5: Annually assess the park board strategic plan

Objective #6: Conduct a review of the park board's program for recognizing volunteers who complete pre-approved projects to benefit the park system

Objective #7: Review the park board's process for conducting business and develop recommendations for future changes.

**Minnetonka Park Board Item 7
Meeting of January 5, 2011**

Upcoming Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	2/2/11	Regular	<ul style="list-style-type: none"> • Tour of Glen Lake ski trail and facilities • Review of 2012 – 2016 CIP process/projects • Review of adopt-a-sign program 	4:30 p.m. – Ski trail tour 5:30 p.m. – Dinner 6 p.m. – Meeting
Wed	3/2/11	Regular	<ul style="list-style-type: none"> • Adoption of the 2012 – 2016 CIP 	
Wed	4/6/211	Regular	<ul style="list-style-type: none"> • 	
Wed	5/4/11	Tour	<ul style="list-style-type: none"> • Annual tour of parks/facilities 	5 p.m. – Start
Wed	6/1/11	Regular	<ul style="list-style-type: none"> • 	
Wed	7/6/11	Regular	<ul style="list-style-type: none"> • 	Tentative meeting date

Other Meetings/Activities to Note

Day	Date	Description	Special Notes
Wed	2/9/11	<ul style="list-style-type: none"> • State of the City Address 	7:30 – 9 a.m. Community Center
Wed	2/9/11	<ul style="list-style-type: none"> • Park Renewal Neighborhood Meeting #1 - Mayflower/Oberlin Parks 	6 – 6:45p.m. Oberlin 7 – 7:45p.m. Mayflower Both meetings in Council Chambers
Wed	2/13/11	<ul style="list-style-type: none"> • Kids' Fest 	1– 5 p.m. Community Center, Williston Center and Ice Arena
Wed	2/23/11	<ul style="list-style-type: none"> • Park Renewal Neighborhood Meeting #2 - Mayflower/Oberlin Parks 	6 – 6:45p.m. Oberlin 7 – 7:45p.m. Mayflower Both meetings in Council Chambers