



Minnetonka Parks & Recreation Board Agenda

Glen Lake Golf Course
February 2, 2011
6:00 p.m.

NOTE: Optional ski trail tour from 4:30 p.m. – 5:30 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

2. Approval of Minutes

A) January 5, 2011

3. Citizens wishing to discuss items not on the Agenda

4. Business Items

A) Overview of the Adopt – A – Sign program

B) Review of the 2012 – 2016 CIP planning process

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, Tim Goodyear, Denny Lambert, Marvin Puspoki and Elise Raarup. Staff members in attendance included Geralyn Barone, Dave Johnson and Perry Vetter.

Vice - Chair Acomb called the meeting to order at 7 p.m.

2. Approval of Minutes

Goodyear requested a change related to potential locations for a dog park location in the city. He requested that the Minutes reflect "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".

Raarup moved and Puspoki seconded a motion to approve the meeting Minutes of December 1, 2010 as amended. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Adoption of the 2011 Park Board Strategic Plan

Johnson provided an update of the park board's review of their 2011 Strategic Plan conducted at the December 1, 2010 meeting. He noted that the only change related to the addition of Objective #7 to the goal of enhancing long-term park board development that read "Review the Park Board's process for conducting business and develop recommendations for future changes". Johnson noted that this objective was called for to address a request Lambert made at the joint meeting with the city council. Lambert shared his thoughts with the board, noting that he felt the park board should review its meeting process including how often they meet and what items they review.

Barone suggested the possibility of conducting an analysis of the park board's strengths and weaknesses.

Hearing no further requests for changes to the 2011 Strategic Plan, Acomb entertained a motion. Lambert moved and Goodyear seconded a motion to adopt the 2011 park board strategic plan as presented by staff. All voted "Yes". Motion carried.

B. Appointment of Chair and Vice-Chair positions

Acomb noted that Park Board Chair Patrick Robben had submitted his resignation due to an employment opportunity that would no longer allow him to continue his service on the board. She requested input from the board to appoint the new chair and vice-chair positions for 2011 beginning with the February 1, 2011 meeting.

Lambert provided some possible options for the Chair position, including appointing Goodyear who he noted served effectively through 2009, or nominating Vice-Chair Acomb to move to the Chair position. Lambert added that he would be willing to serve in the position of Chair for a year if the 2011 Vice-Chair would be willing to move into the position of Chair in 2012.

Goodyear indicated that he would prefer not to serve as Chair during his final two-year term and suggested that Acomb be appointed to that position if interested and a new member serve as Vice-Chair to provide more members with valuable experience. He asked if other members had any interest.

Puspoki indicated that he agreed with Goodyear and asked that he not be considered this year for either position so that he can gain more experience.

Raarup agreed with Puspoki and Goodyear, adding that Acomb should not feel pressure to be Chair if not comfortable. Raarup added that her schedule would make it difficult to serve in either position in 2011 but she may have interest in future years.

Acomb expressed her appreciation for the confidence expressed, however she did not feel prepared at this time and suggested that Lambert be appointed as Chair for 2011. With that, Acomb moved and Puspoki seconded a motion to appoint Lambert as Park Board Chair for the term of February 1, 2011 thru January 31, 2012. All voted "Yes". Motion carried.

Goodyear moved and Lambert seconded a motion to appoint Acomb to the position of Park Board Vice-Chair for the term of February 1, 2011 thru January 31, 2012. All voted "Yes". Motion carried.

5. Park Board Member Reports

Lambert asked if when the former senior craft shop in Minnetonka Mills is demolished, could additional parking space be provided that would benefit Big Willow Park where parking is at a premium. Vetter noted that the general plan for parking in connection to new Minnetonka Mills Park is to have multiple parking areas scattered throughout the creek corridor, adding that parking at the location Lambert was referring to would serve the same purpose.

Raarup commented that she attended the closing sale for the Tonka Cycle store in Glen Lake and overheard residents commenting about enjoying Minnetonka as a natural environment and not a typical city. She added that concern was expressed by some that Minnetonka might be headed in a different direction, citing the business changes occurring in Glen Lake. Johnson and Barone noted that they know of no changes in Glen Lake that had any involvement from the city but would check into the situation and report back to the board.

6. Information Items

The board reviewed the draft park board annual report prepared by staff and did not request any changes.

Barone reported that the city is negotiating to purchase two homes in the Minnetonka Mills area at 12851 Burwell Drive (across the creek from the former senior craft shop) and 3444 Creekview Terrace (north of the new Minnetonka Mills Park). Vetter indicated that, if purchased, the Creekview lot would provide valuable access to Minnetonka Mills Park for residents to the north.

Lambert asked when the homes the city owns along Minnehaha Creek to the west of Big Willow Park will be demolished. Vetter indicated that the work is scheduled for February 2, 2011.

7. Upcoming Park Board Agenda Items

Johnson reminded the board 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. He noted that the tour of the ski trail will begin at 4:30 p.m., followed by the regular meeting at 6 p.m.

8. Adjournment

Acomb adjourned the meeting at 7:47p.m. The board proceeded to the Williston Center for a tour of the facility's ongoing renovation.

**Minnetonka Park Board Item 4A
Meeting of February 2, 2011**

Subject:	Review of Adopt-A-Sign program
Park Board related goal:	To provide quality athletic and recreational facilities
Park Board related objective:	Conduct a review of the Adopt-A-Sign program
Brief Description:	The park board will be given a background of the program and be asked to review the proposed volunteer recognition sign

Background

The Adopt-A-Sign program was established in 1999 by the Minnetonka Park Board. The board recommended having all sites look similar by developing a sign concept, planting native grass, a cherry tree, and the placement of a boulder at each site. The participant's responsibility was to water the area. The program was soon adjusted, and participants were able to plant flowers of their choice. Their responsibilities increased to planting and watering the flowers, and weeding the flowerbed area. Currently, the participants are granted a credit at Tonkadale Greenhouse for \$50 per sign. This credit can only be used towards the purchase of flowers or plants.

In 2010, the Adopt-A-Sign program had 25 participants who adopted 32 signs. Expenses for the program totaled \$1,323 out of a \$2,500 allocated budget. Participants spent \$1,073 for flowers and plants, and staff used \$250 for \$10 gift cards for each participant at Tonkadale Greenhouse as a thank you gift. A balance of \$1,177 remained in the 2010 budget and was not spent. In addition to the \$10 gift card, staff also offers new participants a 5-gallon expandable water carrier as a welcome gift to the program. These items were last purchased in 2009, and cost approximately \$10 per carrier.

In 2010, the Adopt-A-Sign program was advertised in the May Minnetonka Memo, the Hopkins-Minnetonka Recreation Services summer brochure, and the May Senior Script.

Summary

The 2011 budget remains at \$2,500. Some potential additions for 2011 include:

- **Advertising on the city website:** It will provide information about the program and how people can be involved. A listing of the participating park signs will be available and it will indicate if the signs are already adopted.
- **Signs recognizing the participants:** At each sign location there will be a sign acknowledging the program and the participants. The wording on the sign is similar to other city adoption programs.

Discussion Points

- Does the Park Board want to implement the volunteer recognition sign in 2011?
- If so, does the Park Board approve of the layout of the sign?

Recommended Park Board Action: Provide staff with input regarding signage to acknowledge participants.

**Minnetonka Park Board Item 4B
Meeting of February 2, 2011**

Subject:	Review of the 2012-2016 Capital Improvement Plan (CIP) Process
Park Board related goal:	Enhance long-term Park Board development
Park Board related objective:	Define CIP Projects for 2012-2016
Brief Description:	Review the process of developing the five year capital improvement plan.

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 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:

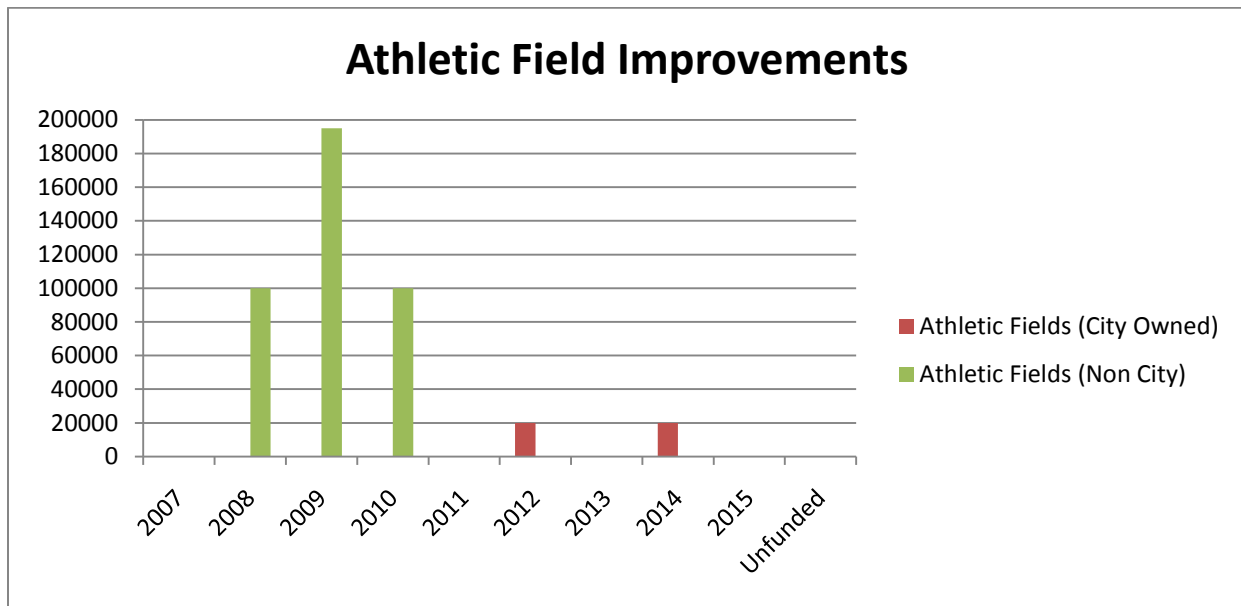
- 1. Projects necessary for public health and safety, or to meet legal mandates.*
- 2. Projects which help maintain or make existing systems more efficient. Cost benefits and coordination with related projects will be considered.*
- 3. Projects expanding existing systems, providing new services, or for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

Funding History

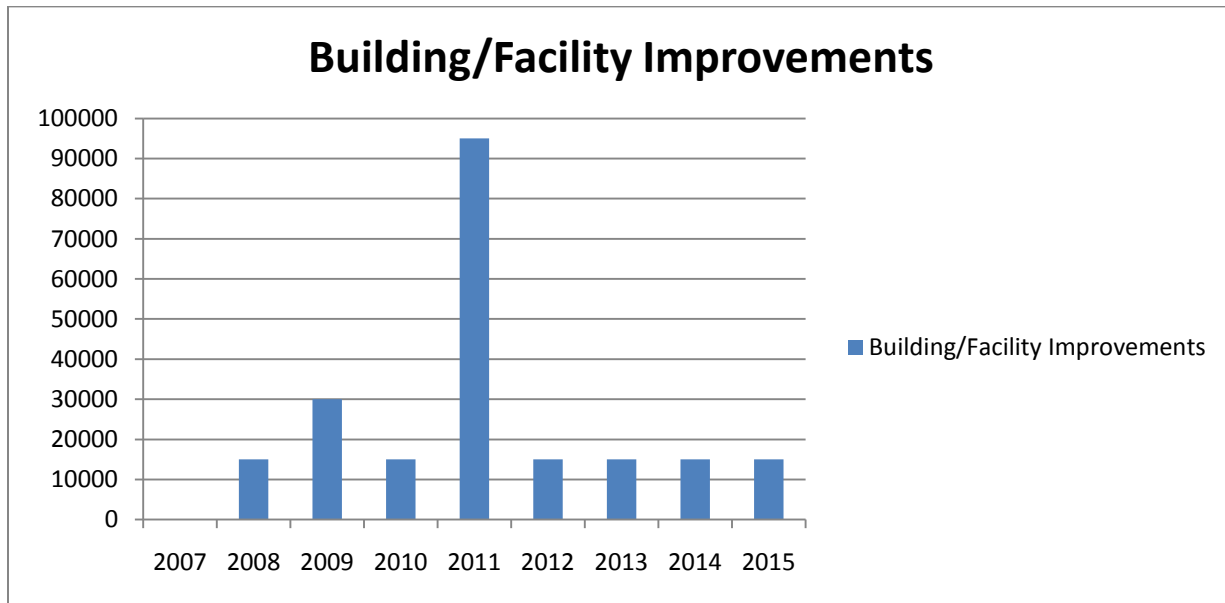
Traditionally, the Park Dedication Fund (PDF) contains projects that relate to several park related areas from athletic fields to trail construction. Staff has included charts showing the last four years of funding distribution, and the approved five year allocations for these categories of the PDF from 2011 - 2015. The charts do not account for external grant funding, project delays, denied projects or those moved to unfunded by the city council. The project categories are as follows:

Athletic Field Improvements (both city owned and non-city owned): This category is related to improvements identified in the 1998 and most recent 2004 Athletic Field Need Study. Past funding has been provided to the Hopkins School District (\$100,000 in 1998 for field upgrades at Hopkins West Junior High), Minnetonka School District (\$250,000 total over 2008, 2009 and 2010 for field upgrades at Minnetonka High School) and

total over 2008, 2009 and 2010 for field upgrades at Minnetonka High School) and Bennett Family Park (\$50,000 in 2010 for field upgrades related to the renovation of the complex with the Miracle Field) to improve community fields that benefit the city of Minnetonka. City owned facilities that would be funded under this category would be targeted to the dedicated athletic fields the city maintains, specifically sites such as the Glen Lake, Guilliams, Lone Lake, Civic Center and Big Willow complexes. This does not include any projected escrow amounts related to the recently adopted field usage fees.

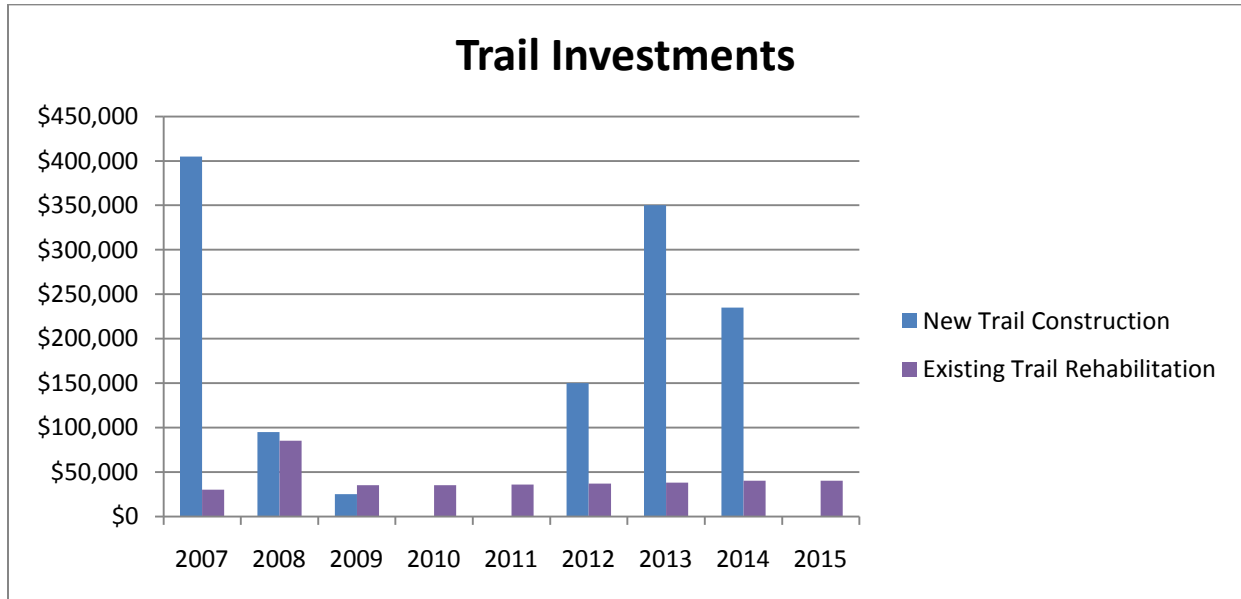


Building Improvements: The Charles H. Burwell House is the facility that involves a majority of the improvements in this category. One of the key expenses in this category is the painting of the three structures (\$85,000) as projected in 2011. Currently a study is being done on the facilities roofing materials to project a repair/replacement cost for a future project. The annual maintenance of city owned housing is also funded in this line item. The vast majority of the city’s rental home inventory was purchased through park allotted funding to be incorporated into the system in the future.



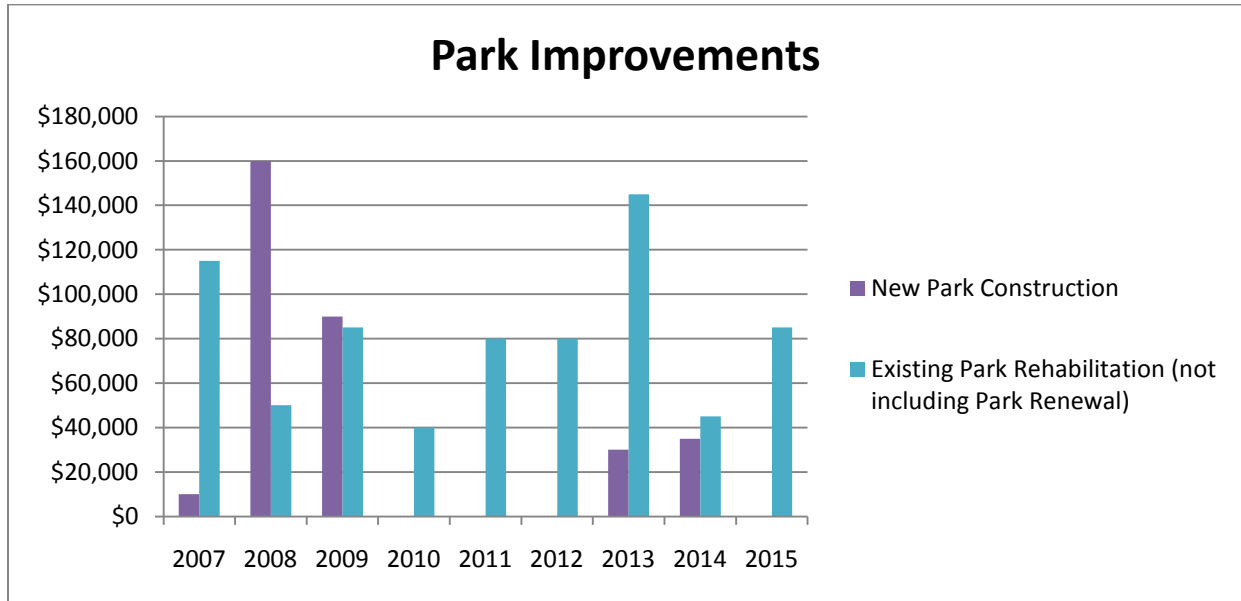
New Trail Construction: New trail construction is both park and street related pedestrian improvements. Typically segments are built to coincide with major road projects to save overall expenses, such as in 2007 when the trails along Shady Oak Road and Hopkins Crossroads (\$395,000 total) were implemented. Segments related to park trails and other miscellaneous trail connections are included in this section. During last year's CIP Process, the funding mechanism for new trail construction was modified to include not only the PDF, but the Community Investment Fund and Park and Open Space Bond funds. This new mechanism allowed approximately 5.5 miles of new trail segments to be proposed for the 2011 - 2015 CIP, reducing dependence on the PDF.

Existing Trail Rehabilitation: Trail rehabilitation consists of the surface improvements to existing trail segments with various treatments of sealants, drainage improvements and the addition of surface materials. During the addition of materials, either crushed limestone or asphalt is added to renew the trail surface. Depending on timing, the Street Division of Public Works assists in the resurfacing of trail segments after completing other commitments, specifically the residential thin overlay project. Traditionally resurfacing has been conducted in the fall of the year when those tasks are completed for the season. Trail rehabilitation spending in 2008 was double (\$80,000) the normal amount, as the McGinty Road retaining wall was rebuilt.



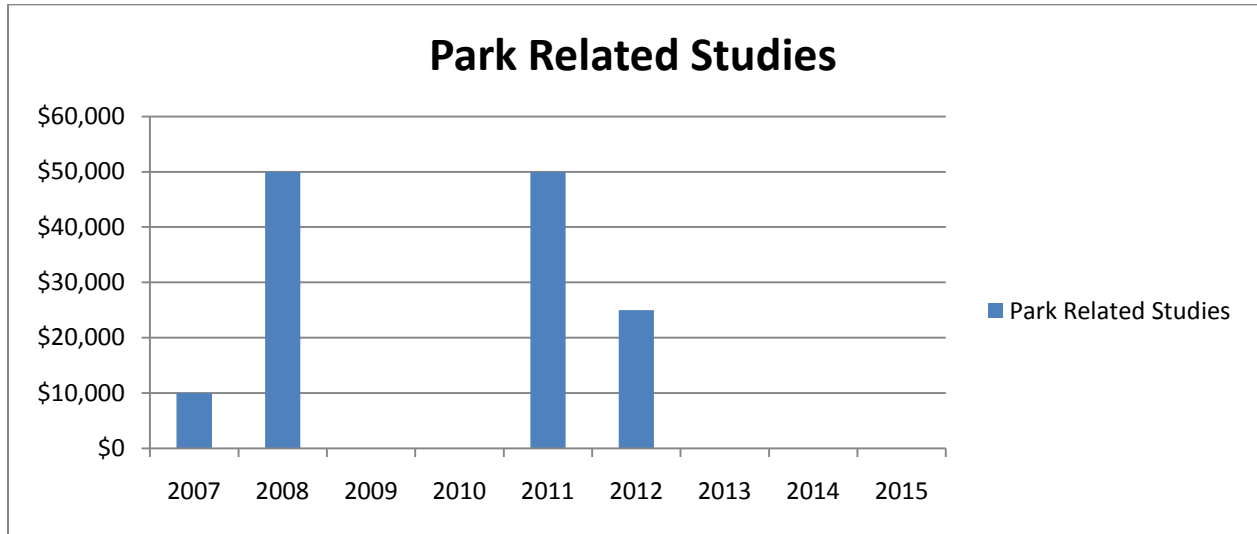
Existing Park Improvements: This project category targets the improvements to the existing parks and the refurbishment of amenities at each site. This item was heavily supplemented from 2002 to the present by the park renewal process. Staff has created a 30-year replacement inventory of park amenities used to prepare the Park and Trail Investment Plan projects to avoid a maintenance backlog. Details of the improvements are found on the Park Investment Plan CIP page and total \$370,000 over 2011 - 2015.

New Park Improvements: The designation, acquisition and construction of new parks are not a frequent occurrence in Minnetonka. The availability of open land and the acquisition costs related to new parks does limit the city's ability to add acreage to the park system. While there are areas of Minnetonka that are deficient of park related amenities, it might be more practical approach to provide options for access to existing parks in lieu of acquiring additional park land. The additions of Sunrise Park in 2002, and the \$160,000 for the development of Oakhaven Park in 2008, are examples of new park improvements. The final phases of Sunrise Park improvements are schedule for 2013 and 2014.



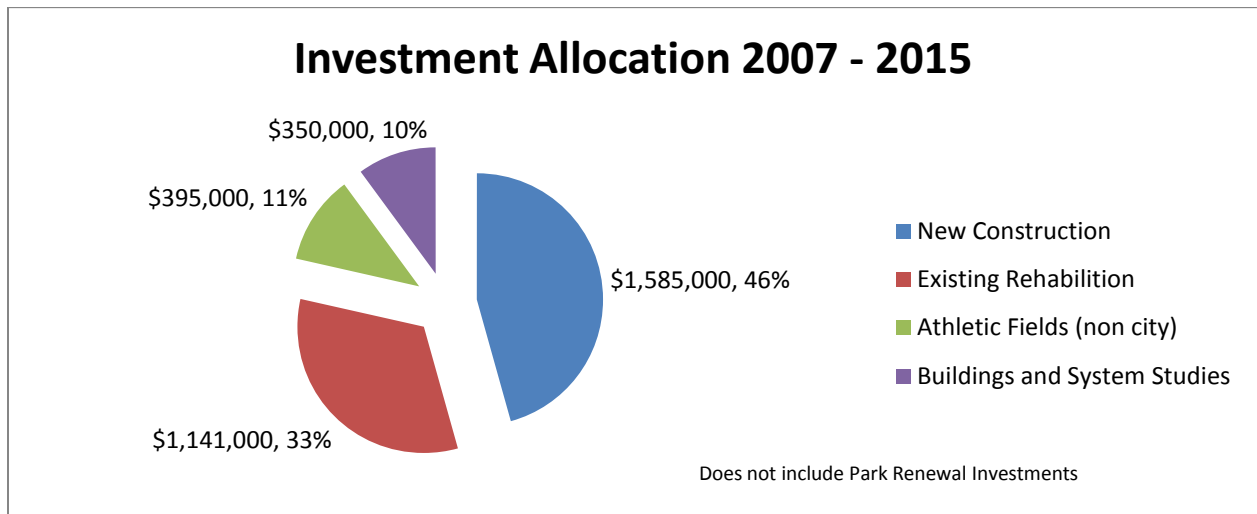
Natural Resource Stewardship: The funding of stewardship projects was initially financed as a capital item in the Park Dedication Fund during the development of the test plots areas of Lone Lake, Big Willow and Jidana Parks. As the style and extent of work evolved it lent itself as more of an operational expense instead of a capital cost. At that time a decision was made to fund the program out of operating budget dollars with the creation of the Natural Resources Division and discontinue funding out of the Park Dedication Fund. The last year of funding out of the CIP for stewardship was in 2007.

Park Related Studies: From time to time there are studies undertaken to support or review specific planning efforts. The Comprehensive Plan Update (\$60,000 total in 2007 and 2008) and the Parks, Open Space and Trail System (POST) Plan are two examples of those documents. For 2011 and 2012, \$75,000 total is allotted to update the POST Plan. This category would contain those types of studies.



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 2015 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



Summary

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 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 Park Dedication Fund 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 by residents.*
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.

2012 – 2016 Capital Improvement Plan

The 2012 – 2016 CIP is being drafted by staff and will be proposed for review by the park board during the March meeting. After 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.

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.

Discussion Points

- Does the park board have any questions about the CIP funding history?
- Does the park board agree with the established funding guidelines?

Recommended Park Board Action

Review the CIP process and previously approved projects in anticipation of developing the 2012 - 2016 CIP in March.

Attachments

1. 2011 - 2015 CIP Park Dedication Fund

Project Category: Parks, Trails and Open Space
Project Title: POST Plan Update
Total Estimated Cost: \$75,000
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.

Renewal of the park system has made certain portions of the POST plan outdated and in need of revisions. In addition, an updated POST plan will incorporate goals of the 2030 comprehensive guide plan.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund	\$50,000	\$25,000			

<p>Justification:</p> <p>The Parks, Open Space and Trails System plan inventories the current system and recommends strategic renovations. An updated version will become virtual and web based so future updates can be made more frequently and at a lower cost.</p> <p>Scheduling and Project Status:</p> <p>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:</p> <p>The POST Plan update would work in conjunction with the 2030 Comprehensive Plan updates that were completed in 2008/2009.</p> <p>Effect on Annual Operations Costs:</p> <p>There is not an expected impact on operating costs with the study.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Athletic Field Improvements
Total Estimated Cost: \$40,000
Funding Priority: 2
Account Number: 4722.XXXX

Description:
 The purpose of this program is to make major upgrades at dedicated athletic fields to maintain turf surfaces at acceptable standards.

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

<p>Justification:</p> <p>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. Because of the high use that the city fields receive, many areas require major improvements in turf surfaces and support elements.</p> <p>Scheduling and Project Status:</p> <p><i>City Facilities:</i> \$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.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>These funds will be used in conjunction with the revenues collected under the athletic field fee schedule paid by organizations utilizing city fields. These improvements are in keeping with efforts to provide and maintain quality recreational amenities.</p> <p>Effect on Annual Operations Costs:</p> <p>None.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Burwell House/City Housing
Total Estimated Cost: \$165,000 Total Cost
160,000 City Cost
Funding Priority: 1
Account Number: 4732.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	\$85,000				
Donations	5,000				
Park Dedication Fund – Maintenance Expenditures	15,000	\$15,000	\$15,000	\$15,000	\$15,000

<p>Justification:</p> <p>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:</p> <p>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:</p> <p>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:</p> <p>None.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Upper Minnehaha Creek Corridor
Total Estimated Cost: \$1,000,000
Funding Priority: 3
Account Number: 4764.6560

Description:
 Development of the 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		\$250,000	\$250,000	\$250,000	\$250,000

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.

In 2007, a partnership was initiated between the city, Minnehaha Creek Watershed District (MCWD), Three Rivers Park District, and Hennepin County to collaborate on creek projects of joint interest. The alliance has expanded to include the cities of Hopkins, Edina and St. Louis Park, along with the Minneapolis Park Board.

Projects planned in Minnetonka include improvements to the canoe landings along the creek and development of the Minnetonka Mills Park (west of the Burwell House). Scheduled for 2010 construction, the park project includes trails and boardwalks, bridges across the creek, park entrance features, and a botanical garden west of the historic house site and along the creek.

Potential future projects include:

- construction of additional trails and boardwalks throughout the corridor
- I494/Minnetonka Boulevard gateway improvements
- potential partnership with MCWD to construct a headquarters facility with programming space for city use
- relocation and restoration of the Town Hall
- addition of a community play lot in the recreation core
- land acquisition in the corridor

Scheduling and Project Status:

In June and August 2009, the city council held public hearings and subsequently approved use of \$1,750,000 from the Community Investment Fund for creek corridor projects. Of this, a total of \$750,000 for Minnetonka Mills Park was funded in 2007, 2008 and 2009. Last year's CIP included the remainder \$1,000,000 to be spent equally in 2010 and 2011 on other noted corridor projects.

An additional \$500,000 from the park renewal and open space bond proceeds has been allocated for the creek corridor. \$280,000 was expended for the creek visioning process and plan development for Minnetonka Mills Park. The remainder will fund a portion of the park development.

Due to the need to spend bond funds without penalty by 2011 and also to provide sufficient cash flow to the CIF for the Williston Center project, CIF funding for the Mills park project has been reallocated. Of the original \$750,000 CIF base, \$350,000 will be funded by the CIF and the remaining \$400,000 by bond proceeds. Additionally, the \$1,000,000 of CIF dollars allocated in 2010 and 2011 will instead be spread equally over four years as noted in the above table.

Relationship to General Plan and Other Projects:
 The visioning plan complements 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.

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.

Project Category: Parks, Trails and Open Space
Project Title: Park Investment Plan
Total Estimated Cost: \$370,000
Funding Priority: 2
Account Number: 4701.XXXX

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	\$80,000	\$45,000	\$85,000

<p>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.</p> <p>Scheduling and Project Status: Staff has created a 30-year schedule guideline.</p> <p>2011</p> <ul style="list-style-type: none"> • Safety Fencing Painting – Boulder Creek • Tennis Court Surfacing – Covington, Gro Tonka • Tot Lot Safety Surface – Meadow, Covington, Linner, Gro Tonka, McKenzie • Hard Court Resurface – Covington, Linner, Meadow, Gro Tonka <p>2012</p> <ul style="list-style-type: none"> • Hard Court Resurface – Glen Moor, Knollway, Woodgate, Boulder Creek, Junction • Safety Fencing Painting – Knollway, Meadow Park • Tennis Court Resurface – Linner, Woodgate, Junction • Site Amenities – Crane Lake, Ford, Mini Tonka, Orchard, Sunrise Ridge, Victoria-Evergreen <p>2013</p> <ul style="list-style-type: none"> • Tot Lot Safety Surface – Boulder Creek, Junction, Spring Hill, Woodgate • Tennis Court Resurface – Spring Hill • Hard Court Resurface- Spring Hill, Woodgate 	<p>2014</p> <ul style="list-style-type: none"> • Drinking Fountain rehabilitation • Gazebo Painting – Mills Park, Ford Park, Orchard Park • Site Amenities • Irrigation/RPZ repair and replacement <p>2015</p> <ul style="list-style-type: none"> • 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 <p>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.</p> <p>Effect on Annual Operations Costs: This rehabilitation will not increase annual maintenance costs.</p>
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Project Category: Parks, Trails and Open Spaces
Project Title: Trail Rehabilitation
Total Estimated Cost: \$265,000
Funding Priority: 1
Account Number: 4764.XXXX

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	\$105,000	\$40,000	\$40,000

<p>Justification:</p> <p>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:</p> <p>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 continually updated and revised maps will be produced.</p> <p>2011 – 494/Stone Road Trail 2012 – Crosstown/Townline Rd 2013 – Hillside Ln/Lindbergh Dr , Trail Bridge – Kmart/N of Kelly Gardens 2014 – Tamarack Trail 2015 – Dominick to Shady Oak Beach/Beachside II</p>	<p>Relationship to General Plan and Other Projects:</p> <p>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:</p> <p>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: Miscellaneous Trail Connections
Total Estimated Cost: \$133,000
Funding Priority: 3
Account Number: 4750.XXXX

Description:
 Funding is allocated annually for short neighborhood connections requested by residents.

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

<p>Justification: These connections are generally in response to petitions from people requesting a safe connection to the Minnetonka Trail System or other community amenities.</p> <p>Scheduling and Project Status: Individual projects are scheduled in response to petitions received or as recommended by the park board.</p>	<p>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.</p> <p>Effect on Annual Operations Costs: None.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Oakhaven Park Phase II
Total Estimated Cost: \$65,000
Funding Priority: 2
Account Number: N/A

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. The initial development of the park was funded in 2008. Phase II funds will be used to construct the remaining amenities approved at the park.

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund			\$30,000	\$35,000	

<p>Justification: The Park Board and Council approved the master plan for Oakhaven Park in 2007. The initial phase funded the park development and playground structure. Additional funding is necessary to implement the remaining phase.</p> <p>Scheduling and Project Status: Oakhaven Park construction in 2008 included a hardcourt with a basketball hoop, a playground structure with equipment for the 2-5 age group and 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 had been deficient of park access.</p> <p>Effect on Annual Operations Costs: Annual operating costs have been included since the 2008 budget. Staff will inventory new amenities upon construction and include them in the 30 year improvement schedule.</p>
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Project Category: Parks, Trails and Open Space

Project Title: Trail Improvement Plan

Total Estimated Cost: \$3,479,000 Total Cost
 \$1,044,000 City Cost
 \$ 735,000 PDF Cost
 \$1,120,000 Unfunded

Description:

The Trail Improvement Plan is a multi-year plan created to maintain and enhance the City's trail and sidewalk system within the city. New trails and walks added to the system provide connections between existing trails, parks, schools and village center points of interest.

Funding Priority: 3
Account Number: N/A

Source of Project Funding	2011	2012	2013	2014	2015
Park Dedication Fund (PDF)		\$150,000	\$350,000	\$235,000	
Park & Open Space Bonds (POSB)	\$174,000				
Community Investment Fund (CIF)		320,000	550,000		
Hennepin County Funds (HC)*		125,000		455,000	
Community Investment Fund (Unfunded)				520,000	\$600,000
Annual Trail Funding	\$174,000	\$595,000	\$900,000	\$1,210,000	\$600,000

Description	Funding	Length in Miles	Estimated City Cost	Estimated Cost
2011				
Minnetonka Dr – Williston Center to Civic Center/LRT	POSB	0.2	\$60,000	\$60,000
Greenbrier Rd – CR 73 to Cedar Lake Road	POSB	0.8	\$114,000	\$114,000
2012				
CSAH 101, Minnetonka Blvd to Grays Bay Bridge*	HC/PDF	0.8	\$150,000	\$275,000*
CR 5 – Oakridge Rd to HWY 169 (G3)	CIF	0.3	\$320,000	\$320,000
2013				
CR 3 – Pioneer to Nelson/CR 61	PDF	0.6	\$170,000	\$170,000
CR 5 – The Marsh to Fairchild Lane (F2)	PDF/CIF	0.6	\$280,000	\$280,000
CR 4 – Glen Lake Blvd to CR 3 (G31)	CIF	0.9	\$450,000	\$450,000
2014				
Shady Oak Road, CSAH 3 – TH7* (A9)	HC/PDF	0.7	\$80,000	\$160,000*
CSAH 101 – CR 62 to CR3	HC/PDF		\$125,000	\$500,000*
TH7 – Shady Oak Road to trail at 4 th street (A10)	PDF	0.3	\$30,000	\$30,000
Scheduled/Unfunded Segments	Funding	Length in Miles	Estimated City Cost	Estimated Cost
2014				
CR 3 – Glen View to Caribou (IHM)	CIF	0.6	\$520,000	\$520,000
2015				
CR 60 – CR5 to CR3	CIF	1.7	\$600,000	\$600,000

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.

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 avenues for information were the Minnetonka Memo, Summer Festival and Open House.

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.

Effect on Annual Operations Costs:
 Maintenance costs will increase by approximately \$1,500/mile.

Project Category: Parks, Trails and Open Space-
Unfunded

Project Title: Trail Segments - Unfunded

Total Estimated Cost: \$11,310,000

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	\$11,310,000				

<p>Justification:</p> <p>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:</p> <p>These projects are currently unscheduled. Some trail segments may qualify for funding from outside sources. 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 avenues for information were the Minnetonka Memo, Summer Festival and Open House.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>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:</p> <p>Maintenance costs will increase by approximately \$1,500/mile.</p>
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Segment	Length (miles)	Est. Cost w road reconstruct*
Hutchins Drive, CR 101 to Old Excelsior	0.5	\$150,000
Vine Hill Road, Covington Rd to Ashcroft Rd (D5)	0.5	\$150,000
CR 3 - Glen Oak St to Woodland Rd	1.0	\$160,000
CR 3 - Woodland Rd to Clear Springs Rd/101 Library	1.1	\$165,000
Minnehaha Creek Trail - Civic Center to Minnetonka Mills	1.0	\$310,000
CR 61 - Bren Road to 47th Ave	1.5	\$235,000
Hwy 7 - CR 61 to 4th St	0.3	\$30,000
CR 61 - Hwy 7 to CR 3	0.7	\$80,000
Vine Hill Rd - Delton Ave to Covington Rd	0.9	\$145,000
CR 101 - CR 5 to Grays Bay Bridge	0.3	\$150,000
Sparrow Rd - Old Excelsior Blvd to Ridgewood Rd	0.2	\$150,000
TH 7 - Cattle Pass to CR 101 on north side	0.6	\$100,000
South Frontage Rd - CR 73 to Shelard Pkwy	0.2	\$135,000
Bren Rd W - Green Cir Dr to east side of Hwy 169 (Edina)	0.4	\$60,000
Pioneer Rd - Carlton Rd to CR 61	0.6	\$100,000
CR 5 - CR 101 west to Deephaven city limits	0.2	\$135,000
Rowland Rd - CR 60 to SWLRT Trail	0.2	\$100,000
Delton Ave - Vine Hill Rd to Old Excelsior Blvd	1.5	\$234,000
McGinty Rd E - CR 5 to Surry La	0.6	\$99,000
Ridgedale Dr - White Birch Rd to Target	0.8	\$126,000
CR 16 - CR 101 to Crosby Rd (partly in Wayzata)	0.8	\$130,000
Woodland Rd - Townline Rd to Hwy 7	2.0	\$300,000
Stone Rd/Meeting St - RR tracks to Linner Rd	1.0	\$162,000
Pioneer Rd- CR 3 to Merilee Dr	0.5	\$181,000
Clear Spring Rd - connect trail to Hwy 7	0.1	\$20,000
Minnetonka Mills Rd - CR 61 to CR 73	0.7	\$108,000
Berkshire Dr/Junction Rd - CR 60 to CR 3	0.9	\$150,000
NTC - Maywood La from I-494 crossing to CR 3	0.2	\$180,000
Hillside La - CR 73 to Tanglen School	1.3	\$213,000
Old Excelsior Blvd - Vine Hill Rd to CR 101 (north side of Hwy 7)	1.5	\$240,000
NTC - Meeting St to existing trail on west side of I-494	0.1	\$20,000
Tonkawood Road - CR 5 to Hwy 7	0.3	\$40,000
Parkers Lake Rd - Twelve Oaks Center Dr to Plymouth city limits	0.4	\$60,000
Williston Rd - CR 5 to Hwy 7	1.0	\$220,000
Sunset Dr and Marion Lane West segments	0.1	\$19,500
Lake St Ext - CR 60 to CR 61	0.4	\$66,000
Lake St Ext - Williston Rd to Spring Lake Rd	0.1	\$118,000
CR 73 to Ford Road on Runnymede La	1.6	\$260,000
Fairview Ave/Lake St Ext - CR 3 to CR 61	1.0	\$156,000
Smetana Rd/Opportunity Ct - CR 61 to Smetana Ct	1.5	\$231,000
Orchard Rd/Westmark Dr - Minnetonka Dr	0.5	\$80,000
Highwood Dr - Williston Rd to Tonkawood Rd	1.0	\$160,000
Covington Rd - Vine Hill Rd to Mahoney Ave	0.8	\$117,000
CR 60 - CR 3 to Townline Rd	0.8	\$120,000
Woodridge Rd - CR 3 to Gaywood Dr	0.7	\$108,000

South St - Mayview Rd to CR 60	0.6	\$99,000
Wayzata Blvd - Claredon Dr to Wayzata city limits	0.9	\$135,000
Old Bren Rd - Bren Rd to Clarion Cir trailhead	0.5	\$81,000
Oak Ridge Rd - CR 5 to Hopkins city limits	0.5	\$80,000
Hilloway Park to CR 73 on Park Ridge Dr	0.8	\$125,000
Carlson Parkway to Linner Park	0.5	\$80,000
Minnehaha Creek Trail - Headwaters to Jidana Park	1.1	\$335,000
CR 5 - Fairchild Ave to Woodlawn Ave	0.7	\$114,000
CR 16 - Crosby Rd to existing trail on west side of I-494	2.0	\$320,000
Merilee Dr - Pioneer Tr to Minnesota River Bluffs LRT	0.5	\$110,000
Ford Park to Lindbergh Dr	0.2	\$78,000
Hilloway Park to YMCA La	0.4	\$35,000
Knollway Park to Wayzata Blvd/Horn Dr	0.3	\$45,000
Knollway Park to CR 60	0.6	\$97,500
Orchard Rd/Huntingdon Dr - CR 60 to CR 61	0.8	\$126,000
Cottage Grove Ave - Groveland Park to Grays Bay Blvd	0.2	\$24,000
Stone Rd - Saddlebrooke Cir to Sheffield Cur	0.2	\$36,000
58th St W - Mahoney Ave into Purgatory Park	0.2	\$28,000
East side of I-494 - CR 5 to Wentworth Tr	0.5	\$82,500
North Lone Lake Park - along RR tracks to Dominick Rd	0.1	\$116,000
Fairchild Ave - CR 5 to Grays Bay Blvd	0.8	\$120,000
Victoria Evergreen to McKenzie Park	0.3	\$145,000
Cedar Lake Rd - Big Willow to CR 73	0.7	\$108,000
Rowland Rd/Bren Rd - Lone Lake Park to Opus trail system	0.9	\$140,000
Oberlin Park along Park Ave to Ridgemount Ave	0.4	\$160,000
Holiday Rd/Seymore Rd - Woodland Rd to Spring Hill Park	0.7	\$105,000
Westmill Rd - Spring Hill Park to Clear Spring Dr	0.6	\$106,000
Stodola Rd - Purgatory Park to Scenic Heights Dr	0.3	\$151,000
Woodland Rd to Williston Rd - Through Woodgate Park	1.1	\$165,000
Covington Park east side connection to CR 101	1.3	\$213,000
Kinsel Rd/Mayview Rd - CR 3 to Glen Moor Park	0.2	\$40,000
Meadow Park to Ridgedale	0.2	\$250,000
The Strand - Lake Minnetonka LRT to CR 5	0.5	\$80,000
CR 73 - Cedar Lake Rd to Wayzata Blvd	0.2	\$30,000
Sheridan Hills Rd - Linner Park to Portico	0.3	\$40,000
CR 73 - CR 5 to Minnetonka Mills Rd	1.0	\$154,500
CR 61 - CR 5 to Hwy 7	0.7	\$70,000
CR 61 - CR 5 to Hilloway Rd	0.2	\$32,000
CR 101 Underpass structure at Purgatory Creek	1.7	\$300,000
Essex Rd - Ridgedale Dr to Oakland Rd	1.1	\$180,000
Ridgedale Connections	0.2	\$300,000
	57.4	\$11,310,000

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:</p> <p>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:</p> <p>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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**Minnetonka Park Board Item 6
Meeting of February 2, 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.

Kids' Fest

Kids' Fest will be held on Sunday, February 13, from 1 – 5 p.m. at the Minnetonka Community Center, Ice Arena and Williston Fitness Center. Featured activities include dog sled rides, bingo with prizes, ice sculpture demonstrations, open swimming, open skating, and musical entertainment by The Teddy Bear Band. A complete listing of activities is included as an attachment. Last year's event was attended by an estimated 2,300 people.

Recreation Services Summer Brochure

The Hopkins-Minnetonka Recreation Services 2011 summer brochure will be delivered to Hopkins - Minnetonka residents by the end of February. Registration for residents will begin on Monday, March 7, and open registration will begin on March 21.

The brochure will be posted online for viewing only by mid-February. The brochure's front and back cover will feature photos from the 2010 Summer Festival and photo contest winner. The inside covers will feature Shady Oak Beach information and the newly remodeled Williston Fitness Center.

The brochure will feature several new youth camps, youth sports and activities. In addition, activities for teens, adults and seniors will be featured as well as, the city's Farmer's Market, Summer Festival, Music in the Park, canoeing on the creek, and many other fun programs and activities.

Attachment

1. 2011 Kids' Fest Schedule

KIDS' FEST

February 13, 2011 1:00-5:00 p.m. Minnetonka Community Center

ACTIVITY SCHEDULE

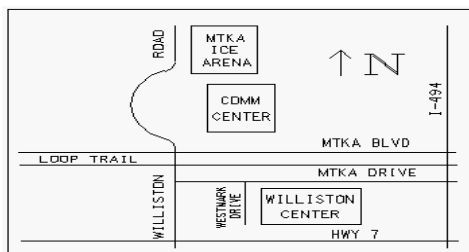
- 1 – 2:30 p.m. Dog sled rides (*first come, first served*)
- 1 – 2 p.m. Open Batting Cage (grades 4 and up) – *Williston Center*
- 1 – 4 p.m. Amazing Nathan (strolling magician)
Shady Oak Beach Season Pass Sales
Early Childhood Sensory Activities (Hopkins ECFE)
Remarkable Reptiles Display
Ridgedale Library Display
Fire simulator station – Minnetonka Fire Department
Create a handmade artist book with The Minnetonka Center for the Arts staff
- 1 – 4:30 p.m. Bonfire and S'mores
- 1 – 5 p.m. Face Painting
Ice Carving Demonstrations
Dance Instruction – hip-hop and creative movement
Wheat grass garden creations and bread from Great Harvest
- 1:15 – 1:45 p.m. Woodland Puppets Show
- 1:30 – 5 p.m. Concession Sales
- 2 & 3 p.m. Snow Shoe Nature Walks - A limited amount of snow shoes will be available.
The walks will leave from the Minnetonka Community Center.
- 2 – 4 p.m. Open Swimming – *Williston Center*
Strolling Characters
- 2:15 – 3 p.m. Wonderful World of Woody Show – *music, magic and juggling*
- 2:30 - 4:30 p.m. Free Ice Skating & Skate Rental – *Minnetonka Ice Arena*
- 3:15 – 4 p.m. Teddy Bear Band
- 3:15 – 4:45 p.m. Dog Sled Rides (*first come, first served*)
- 4:15 – 5 p.m. Bingo – win great prizes!

ALL PROGRAMS AND ACTIVITIES ARE FREE!

For more information: (952) 939-8203 or www.eminnetonka.com

Please Bring Canned Goods to help our area families in need. Collections will be received at the Minnetonka Community Center. Activities and performances are subject to change without notice.

Free Van Trips Every 15 Minutes to and from the Minnetonka Community Center, Ice Arena, and the Williston Fitness Center.



**Minnetonka
Community Center
14600 Minnetonka Blvd.**

**Minnetonka Park Board Item 7
Meeting of February 2, 2011**

Upcoming Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	3/2/11	Regular	<ul style="list-style-type: none"> Adoption of the 2012 – 2016 CIP Review of park board business / Charter 	
Wed	4/6/211	Regular	<ul style="list-style-type: none"> Park Renewal concepts for Oberlin and Mayflower parks Review of REACH contract (Adaptive Recreation Services) 2010 Natural Resources Division report and 2011 Educational Work Plan 	
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
Wed	8/3/11	Regular	<ul style="list-style-type: none"> 	

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
Mon	2/14/11	<ul style="list-style-type: none"> Council consideration of tobacco – free park policy 	6:30 p.m. Council Chambers
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