



Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall – Boards & Commissions Room
April 6, 2011
6:30 – 7 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	___ Marvin Puspoki
___ Kyle Gallagher	___ Elise Raarup
___ Tim Goodyear	___ Madeline Seveland
___ Denny Lambert	

2. Business Items

A) Review of park board procedures

3. Adjournment

**Minnetonka Park Board Item 2A
Meeting of April 6, 2011**

Subject:	Review of Park Board Procedures
Park Board related goal:	Enhance long-term Park Board development
Park Board related objective:	Review the park board's process for conducting business and develop recommendations for future changes
Brief Description:	The park board will review city code and council policies related to park board operations to determine if changes to existing procedures are required.

Background

The 2011 Park Board Strategic Plan includes an objective to "Review the park board's process for conducting business and develop recommendations for future changes".

At the March 2, 2011 meeting, the park board discussed current procedures in place for conducting board related business and categorized suggestions as follows:

Keep Doing

- Tours including the May park/trail tour, Minnehaha Creek canoe trip, and natural resources restoration tour
- Annual update of goals
- Eagle Scout project presentations following completion of each project

Neutral (Could keep or change)

- Tours including the May park/trail tour, Minnehaha Creek canoe trip, and natural resources restoration tour

Stop Doing

- Eagle Scout Projects - pre-project reviews
- Not meeting every month (if not needed)

Start Doing

- Staff provide a summary of park board actions (in addition to annual report)
- Add option for spouses/significant others to attend tours
- Meet only as needed
- Involve other city departments/staff in discussions that impact their areas (example: Police during dog related discussions)
- Expand use of Park Board Guidelines to determine issues for review/discussion that need to go to the board

- Updates from other boards and commissions that relate to the park board
- Staff follow-up on Board recommendations that go to the City Council

The board directed staff to include further discussion of the above items at future meetings, starting with a special work session on April 6, 2011.

Recommended Park Board Action: Review and discuss the information provided and determine if changes to existing procedures are required.