



Minnetonka Parks & Recreation Board Agenda

Minnetonka City Hall – Boards & Commissions Room
November 2, 2011
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 |
| ___ Tim Goodyear | ___ Elise Raarup |
| ___ Denny Lambert | ___ Madeline Seveland |
| ___ Tom O'Reilly | |

2. Approval of Minutes

A) October 5, 2011

3. Citizens wishing to discuss items not on the Agenda

4. Business Items

- A) Items pertaining to Shady Oak Beach Operations
1. 2011 Operations Summary
 2. Proposed 2012 Fee Adjustments

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, Tom O'Reilly, and Elise Raarup. Staff members in attendance included Geralyn Barone, Jo Colleran, Dave Jonson and Janet Larson.

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

2. Approval of Minutes

Goodyear moved and O'Reilly seconded a motion to approve the meeting Minutes of September 7, 2011 as submitted. All voted "Yes." Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None

4. Business Items

A. Receive Natural Resources Division Updates

Jo Colleran and Janet Larson of the Public Works Natural Resources Division were in attendance to provide a presentation and year to date accomplishments in the areas of restoration stewardship, volunteerism, water quality improvements, and conservation monitoring.

Colleran noted that the initial stewardship program began with a study completed in 1996, and was initiated from 1997 to 2003. Colleran went on to explain that following development of the 2001 POST plan and 2004 Minnesota Land Cover Classification and Natural Resources Inventory (MLCCS), a restoration plan was developed that continues today and is reviewed by the park board periodically.

Colleran explained the restoration criteria and project types, and noted that restoration efforts are currently taking place in 13 parks and over 300 managed acres. Colleran concluded by reviewing all projects and detailing the challenge involved in restoration including invasive species seed banks in the soil, weeds, animal damage and fluctuating volunteer interest.

Larson provided a presentation on volunteer efforts that included random individuals, those involved in the "Adopt-A-Spot" program, Eagle Scouts and various groups and organizations. She noted that the use of volunteers benefits the city because residents value natural resources (according to the city's resident survey), people connect to parks, and volunteers are generally enthusiastic and want to serve. Larson noted that volunteer hours peaked in 2010 with over 1,500 hours donated; an estimated annual savings of \$30,000 to the city. She provided a detailed review of the projects completed.

Larson explained that there are challenges related to the use of volunteers including inconsistent turnout, intensive amount of time required for training, monitoring, tracking, and thank you letters.

Larson reviewed four Adopt-A-Spot projects currently underway in 2011; and reviewed the volunteer groups who have participated including Hopkins High School, Legion Baseball, United Health Group, and church groups. She added that three Eagle Scout projects were completed as well.

Colleran reviewed water quality improvement projects completed, including the Civic Center campus, Gray's Bay Marina, Lone Lake Park and the Williston Center. She provided a review of rain gardens and detailed the reasons they are important including pre-treating storm water prior to discharge, Federal, State and local watershed requirements, to protect and enhance our water quality, to minimize the number of degraded low quality waters, and finally to limit the number of Minnetonka waters that are impaired. She provided a review of storm water enhancements and how they are impacted by impervious surfaces.

Colleran closed by providing a review of the city's Conservation Easement Monitoring Program. She noted that conservation easements are utilized for the following reasons:

1. To protect and enhance remaining natural resources while balancing growth
2. To maintain the existing character and integrity of our neighborhoods, and:
3. To minimize the impact of development

Colleran explained that the use of conservation easements is consistent with the city council's 2011 strategic profile as it relates to growth and development; and closed with a review of the goals for monitoring the program.

The board thanked both Colleran and Larson for their excellent work to protect and enhance our natural resources.

5. Park Board Member Reports

O'Reilly reported he was involved in a 3-wheel bike-ride fundraiser to benefit Parkinson's disease. He recognized the physical benefits associated with the use of 3-wheel bikes and an increased interest in the bikes by users with Parkinson's disease. He inquired if there might opportunities for the bikes to be stored at park locations and available for use by those interested. O'Reilly indicated that the bikes would be donated by others. Staff suggested contacting Three River's Park District due to the availability of facilities and staff within many of their parks.

6. Information Items

No additional items were reviewed outside of the information included in the meeting packet.

7. Upcoming Park Board Agenda Items

The board reviewed the upcoming 6 – month meeting schedule and made no changes.

8. Adjournment

Lambert adjourned the meeting at 8:37p.m.

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

| | |
|--------------------------------------|--|
| Subject: | Items pertaining to Shady Oak Beach operations 1. 2011 Operations summary 2. Proposed 2012 fee adjustments |
| Park Board related goal: | To provide quality athletic and recreational facilities |
| Park Board related objective: | Annually review policies related to the operation and management of parks to determine if changes are required |
| Brief Description: | The park board will review Shady Oak Beach operational information for the 2011 season and provide direction for 2012 changes. |

Background

In 2007, the park board restructured the Shady Oak Beach season pass system. The new structure and fees went into effect for the 2008 season and have not increased since. Included in this report is the proposed 2012 new fee structure.

The 2011 beach season opened on Friday June 10, and closed Sunday August 28. The summer started off slowly and the beach was closed for several days due to cold or rainy weather. However, excellent late season weather led to a better than expected year financially.

2011 Operations Summary

Included with this report are overall expenditures and revenues for 2011 with an estimated year end result. Also included in the operations budget summary is a portion of the program manager's salary to reflect actual costs in beach operations.

Expenditures

Expenditures to date for 2011 total \$211,800 compared to the budgeted amount of \$251,850.

Revenues

Revenues for concessions and season passes fell short of expectations but single day admissions exceeded expectations for the season. Season passes sold in 2011 totaled 4,849, compared to 4,536 in 2010, an increase of 7%. Total revenues for the season were \$253,400.

Overall, the beach is estimated to finish with a net profit of \$41,600 for the 2011 season. Due to a few remaining minor projects yet to be completed expenditures for 2011 will not be finalized until year end.

Proposed 2012 fee adjustments

For the 2012 season, staff is recommending an increase for single day admission rates from \$5 to \$6. In addition, staff is recommending an increase to season passes for non-resident rates of \$2 for the each of the initial three people in the household, and \$1 any additional household members. It is estimated that these increases will generate an additional \$21,000 in revenue. These additional revenues will off-set expenditures, and beach operations will continue to remain self sustaining and support programs that do not generate revenues, i.e., playgrounds and teen programs.

Discussion Points

- Does the park board recommend any operational changes for the 2012 Shady Oak Beach season?
- Does the park board concur with the 2012 fee increase recommended by the staff?

Recommended Park Board Action: Review the 2011 Shady Oak Beach operating summary and direct staff on approval of new fee changes for 2012.

Attachment:

1. Season Pass Fees and Structure system
2. Operations: Expenditure/Revenue Report

Season Pass Fees and Structure System

2008 - 2011 Season Pass Fees

| | Resident | Non-resident |
|---|--|---|
| Before opening day and August 1- last day | 1 - 3 passes - \$12/pass Additional: \$6/pass | 1 - 3 passes - \$24/pass Additional: \$12/pass |
| Opening day – July 31 | 1 - 3 passes - \$17/pass Additional: \$8/pass | 1 - 3 passes - \$29/pass Additional: \$15/pass |
| Single Day Admission (10 a.m. – 6 p.m.) | \$5 per person | \$5 per person |
| Twilight Admission (6 p.m. – Close) | \$3 per person | \$3 per person |

2012 Proposed Fees

| | Resident | Non-resident |
|---|--|---|
| Before opening day and August 1- last day | 1 - 3 passes - \$12/pass Additional: \$6/pass | 1 - 3 passes - \$26/pass Additional: \$13/pass |
| Opening day – July 31 | 1 - 3 passes - \$17/pass Additional: \$8/pass | 1 - 3 passes - \$31/pass Additional: \$16/pass |
| Single Day Admission (10 a.m. – 6 p.m.) | \$6 per person | \$6 per person |
| Twilight Admission (6 p.m. – Close) | \$3 per person | \$3 per person |

Operations: Expenditure/Revenue Report

Shady Oak Beach Operations Budget 2010-2012 (Proposed)

Revenues

| | 2010 | 2011 Budget | 2011 Rough Actual | 2012 Proposed |
|--------------|------------------|------------------|----------------------|------------------|
| Permit sales | \$69,100 | \$82,000 | \$69,700 | \$71,000* |
| Daily Passes | \$106,000 | \$88,000 | \$119,600 | \$140,000* |
| Concessions | \$69,100 | \$55,000 | \$64,100 | \$65,000 |
| Total | \$244,200 | \$225,000 | \$253,400 | \$276,000 |

Expenditures

| | 2010 | 2011 Budget | 2011 Rough Actual | 2012 Proposed |
|-------------------|------------------|------------------|----------------------|------------------|
| Salaries/benefits | \$101,560 | \$114,500 | \$98,400 | \$115,500 |
| Supplies/Other | \$68,000 | \$75,350 | \$51,400 | \$78,150 |
| Hopkins Mntc | \$31,500 | \$32,000 | \$32,000 | \$32,000 |
| Administration | \$30,000 | \$30,000 | \$30,000 | \$30,000 |
| Total | \$231,060 | \$251,850 | \$211,800 | \$255,650 |
| Net | \$13,140 | \$-26,850 | \$41,600 | \$20,350 |

*Includes staff recommended fee increases

**Minnetonka Park Board Item 6
Meeting of November 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. |

Summer Recreation Programs Report

Registration for Recreation Services summer programs began on March 7, 2011. A variety of programs were offered for all age groups and programs took place from April through August.

Programs under the responsibility of the Recreation Services Department included all joint recreation programs offered to residents of Hopkins and Minnetonka, as well as senior services programs offered to Minnetonka residents. Overall, 2011 summer registration numbers were slightly higher than 2010 registration numbers. Senior programs experienced a significant increase in participation. Several one-day field trips were offered that proved to be very popular. Youth programs also experienced an increase due to new offerings and expanded class sizes.

A total of 11,736 teams and individuals participated in summer programs offerings. A complete summary of programs offered, including registration numbers and revenues, is included as an attachment.

Clean Water Summit

Park Board Member Madeline Seveland attended the Clean Water Summit on September 8th and prepared the attached notes. She will report on the Summit at the November meeting.

Attachments:

1. Summer program registrations
2. Clean Water Summit

Program Registrations - Summer 2010 & 2011

| Programs | 2010 | | 2011 | |
|--------------------------|---------------|---------------------|---------------|---------------------|
| | Registrations | Receipts | Registrations | Receipts |
| Adult Leagues | 646 | \$100,741 | 560 | \$95,378 |
| Aquatics Program | 511 | \$26,316 | 437 | \$24,247 |
| Art Classes | 146 | \$7,190 | 36 | \$2,110 |
| Baseball Youth | 204 | \$14,901 | 211 | \$16,305 |
| Canoe Trips | 126 | \$11,935 | 114 | \$8,660 |
| Garden Plots | 50 | \$605 | 50 | \$735 |
| Golf | 103 | \$10,844 | 71 | \$8,221 |
| Health & Fitness | 217 | \$12,633 | 215 | \$10,936 |
| Kids' Corner | 33 | \$43,243 | 34 | \$51,712 |
| Playgrounds | 1,451 | \$0 | 1,413 | \$0 |
| Running Club @ Williston | 27 | \$2,145 | 14 | \$855 |
| Senior Programs | 1,375 | \$17,889 | 1,806 | \$26,328 |
| Shady Oak Beach Passes | 4,454 | \$67,020 | 4,849 | \$73,068 |
| Soccer Youth | 617 | \$46,096 | 604 | \$43,689 |
| Summer Festival Events | 219 | \$4,215 | 149 | \$3,075 |
| Teen Programs | 73 | \$1,898 | 69 | \$990 |
| Tennis | 472 | \$44,004 | 528 | \$27,632 |
| Youth Camps/Clinics | 255 | \$30,366 | 267 | \$31,460 |
| Youth Programs - misc | 258 | \$17,493 | 309 | \$19,098 |
| TOTAL | 11,237 | \$459,534.00 | 11,736 | \$444,499.00 |

First presenter: David Nowak “City Trees: Benefits Beyond Beauty”

- Urban Growth is continuing
- Tree cover is dropping in cities
- We are changing the temperature and precipitation in cities. What is the role of trees to help mitigate problems?
- Top 10 benefits of trees
 - 10 – Oxygen production
 - 9 – products such as timber, food, fiber, ethanol
 - 8 - noise reduction. They mask and deflect noise. “If I don’t see the hwy I perceive less noise”
 - 7 – Wildlife habitat
 - 6 – UV radiation reduction. Tree’s leaves absorb 95% of UV rays in shade. In more open areas the reduction is 50% b/c of backscatter, but in forested areas the canopy does absorb closer to 95%.
 - 5 – Greenhouse gas reduction. Trees remove/store Carbon. 1 large tree can store 3 tons of Carbon.
 - 4 Water Quality improvement – a) rainfall interception, b) increased soil infiltration, c) evapo-transpiration, d) nutrient uptake, pollution removal and leaf drop. Trees have 4 areas (height wise) of leaves capturing 2ml/leaf. Rain storms less than 8ml likely rain drops don’t even hit the ground. Planting trees (the canopies) over impervious surfaces can help reduce runoff. Every 1% increase in impervious surface area you have to plant 10-15 trees so you can’t “plant” yourself out of a runoff problem.
 - 3 – air quality improvement. Pollution of sulfur and nitrogen at low levels can fertilize trees – but at high levels can burn leaves. Ozone (O₃) will damage trees. Trees are only temporary store houses for particles – can clean the air but then pollute the soils.
 - 2 – Socio-economic/aesthetics. Areas with trees have lower crime rates. People went outside more, new the neighbors, etc. When we view vegetation our brainwave patterns change, we become more relaxed. It improves ADD and reduces aggression.
 - 1 – cooler air temperature/energy effects. Many other benefits are tied to this. Trees shade and protect buildings. URBAN FOREST BENEFITS.

Check out www.itreetools.org

Second presenter: Gary Johnson from U of MN “What Trees Need”

- What trees need? = Energy. Energy provides growth, tolerance, reproduction, and recovery.
- If there is little chlorophyll (production ability) there is little energy

- Indicators of good chlorophyll
 - 1 – live crown ratio: 60% or more of live crown ratio makes up the total height of the tree. 60% is producing chl-a.
 - 2- characteristic crown density. Depends on species.
 - 3 – crown symmetry. Is it balanced?
 - 4 – characteristic leaf color and size.
- Engineering Healthy Root Systems
 - Rocks and pumice provides Oxygen and water

Presenter 3: David Nowak “Tools for tree inventory and assessment”

- Assessing Forest: Top Down & Bottom up approaches. You can use photo interpretation for top down. Itree ECO & itree STREETS models assess structure, function (energy, air pollution, carbon, VOC), value and management needs (pest risk, tree health, exotic invasives). They tell you what your risks are.
- You must collect tree data. There are apps for that.
- Other programs include;
 - itree HYDRO (simulates streamflow)
 - itree VIEW (predicts future tree covers)
 - itree SPECIES (helps pick best tree for whatever ecosystem services you want)
 - itree DESIGN (takes google maps and hook to itree). Homeowners can tell their ecosystem services, benefits, etc. You can download it right to your computer or use online versions.

Presenter 4: Gregg Hove and Eric Macbeth “Tree Preservation & Protection through ordinances, and how to create an effective ordinance”

www.mnstac.org

- 1) REcognition by decision makers that trees have value
- 2) The inventory – you need to know what you have to manage
- 3) Determine Goals of the tree preservation ordinance
- 4) Education those who will be affected by the ordinance. – Make it easy to understand.

How to incorporate ordinances into policies and procedures

- 1) Need support of decision makers
- 2) Need cooperation among city depts.
- 3) Need qualified forester or natural resources manager
- 4) Need to promote the importance of trees!

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

| Upcoming Meeting Schedule | | | | |
|----------------------------------|-------------|---------------------|---|--|
| Day | Date | Meeting Type | Agenda Business Items | Special Notes |
| Wed | 12/7/11 | Regular | <ul style="list-style-type: none"> • 2012 Strategic Plan review • Consideration of 2012 athletic field use fees | |
| Wed | 1/4/12 | Regular | <ul style="list-style-type: none"> • Adopt 2012 Strategic Plan / Action Steps • 2011 Gray's Bay Marina Report | |
| Wed | 2/8/12 | Regular | <ul style="list-style-type: none"> • 2013 – 2017 Capital Improvements Plan | |
| Wed | 3/7/12 | Regular | <ul style="list-style-type: none"> • | |
| Wed | 4/4/12 | Regular | <ul style="list-style-type: none"> • | |
| Wed | 5/2/12 | tour | <ul style="list-style-type: none"> • Annual tour of parks and facilities | Meet at 5:15p.m. (City Hall) 5:15 – 8:30 (Bus tour) |

Other Meetings/Activities to Note

| Day | Date | Description | Special Notes |
|------------|-------------|--|------------------------------|
| TBD | TBD | <ul style="list-style-type: none"> • City Council Consideration of park regulations | Two meetings to be scheduled |