

Agenda Minnetonka Parks & Recreation Board

Wednesday, March 1, 2017

7 p.m.

Minnetonka City Hall – Minnehaha Room

Parks & Recreation

Board Vision

A city with outstanding parks and recreational opportunities within a valued 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

- | | |
|---|--|
| <input type="checkbox"/> Jack Acomb | <input type="checkbox"/> Peggy Kvam |
| <input type="checkbox"/> James Durbin | <input type="checkbox"/> Chris Gabler |
| <input type="checkbox"/> Chair Nelson Evenrud | <input type="checkbox"/> Madeline Seveland |
| <input type="checkbox"/> Cynthia Kist | <input type="checkbox"/> Chris Walick |

2. Approval of Minutes

A) January 4, 2017

3. Citizens wishing to discuss items not on the Agenda

4. Business Items

A) Mountain biking project update from Minnetonka High School Vantage Program students

B) Review of the Capital Improvement Program

C) Review of the City's Park Regulations

5. Park Board Member Reports

6. Information Items

7. Upcoming Park Board Agenda Items

8. Adjournment

Minutes of the Minnetonka Park Board Meeting of January 4, 2017

Park Board members in attendance included Jack Acomb, Nelson Evenrud, Chris Gabler, Cindy Kist, Peggy Kvam, Elise Raarup and Madeline Seveland. Staff members in attendance included Ann Davy, Darin Ellingson, Michele Gerstner, Dave Johnson, Kelly O'Dea, Mike Pavelka, Perry Vetter and Sara Woeste.

Chair Raarup called the meeting to order at 7:05 p.m.

1. Approval of Minutes

Kvam noted one typo and suggested the clarification of the 494 corridor as it related to the mountain biking discussion. Noting the changes, Kvam moved and Evenrud seconded a motion to approve the meeting Minutes of December 7, 2016 as submitted. All voted "Yes". Motion carried.

2. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Presentation of the 2016 Shady Oak Beach Operations Report

Background

Programming Division Manager Ann Davy reported that the 2016 Shady Oak Beach season began on Friday, June 3 and, due to favorable weather conditions, was extended a week closing on Sunday, August 28. Davy indicated that revenues for season and daily passes were down slightly, however overall facility visits increased from 2015. In addition, Davy reported that equipment rentals continue to grow in popularity, as well as group visits and birthday parties. New programs offered at the beach for both teens and adults, included stand Up Paddle Board Yoga and Sunset Beach Yoga.

Davy explained that the conversion to RecTrac software for daily operations at the beach resulted in some changes to the processing of sales, tracking and reporting. She noted that point-of sale screens were installed in both the main office and concessions stand and that concession stand inventory is now entered and tracked through RecTrac as well.

Davy reviewed the following operating statistics with the Board:

	2016	2015
Total Revenues	\$224,398	\$208,549
Total Expenditures	\$218,186	\$199,200
Net Operating Cost	(\$6,212)	(\$9,349)

	2016	2015
Season Passes Sold	4,003	4,020
Concession Revenue	\$50,356	\$54,887
Daily Pass Revenue	\$89,479	\$90,851
Rentals (paddleboards, kayaks)	906	664

Year	Attendance	Resident Season Passes	Non-Resident Season Passes	Total Season Passes
2016	31,139	3,073	930	4,003
2015	30,963	3,089	931	4,020
2014	31,937	3,067	1,101	4,168
2013	35,692	3,245	1,073	4,318
2012	39,980	3,642	1,416	5,058
2011	50,416	3,768	1,081	4,849
2010	43,531	3,598	1,000	4,598
2009	29,467	4,157	1,403	5,560

Davy asked for any park board member comments or questions.

Kvam noted that operating costs were approximately \$18,000 higher in 2016 than they were in 2015 and asked if there were any specific reasons. Davy noted that there were equipment purchases related to the RecTrac install that were made, and also noted that the season ran one week longer compared to 2015.

Raarup asked what the status of adding inflatable water play equipment in the future was. Davy responded by saying that rental of this equipment is not possible, however purchasing it is still under consideration in 2018.

Hearing no further comments, the Board thanked Davy and Michele Gerstner, Aquatics and Adaptive Recreation Coordinator, for their management efforts in 2016.

Recreation Services Director Dave Johnson expressed special thanks to Davy, Gerstner and Williston Fitness Manager Kelly O'Dea for their efforts in 2016. He noted that following the resignation of the previous aquatics manager in June, 2016, the aforementioned staff members took on additional responsibilities to ensure that

all operational aspects of the beach were covered. Johnson indicated that this led to one of the more successful seasons ever for Shady Oak Beach.

B. Consideration of 2017 Shady Oak Beach fee adjustments

Davy provided background related to how the existing fee schedule for Shady Oak Beach has come to be. She noted that the current pricing structure has been in place since 2008. Prior to the 2008 season, household passes were provided and allowed for unlimited household members to be included on a pass. This process became difficult to manage due to households adding visiting relatives, nannies and others to their household pass. The new system put in place improved options for those purchasing season passes and also provides a financial incentive to purchase season passes prior to the start of the season.

Davy went on to explain that Recreation Services recently changed the policy on registration start dates for residents and non-residents. She noted that the new policy allows anyone to register for recreation programs on the same day regardless of resident status. With the change to registration start dates, staff felt this would be an opportune time to consider changes to the season pass rates to continue to provide a benefit to Minnetonka and Hopkins residents.

Davy reviewed the following summary of 2016 season pass rates and proposed 2017 rates:

STATUS	DATES	2016	2017 (proposed)		
Resident	Pre-season	1-3 passes	\$12/pass	1-2 passes	\$13/pass
		4+ passes	\$6/pass	3+ passes	\$7/pass
	Opening Day – July 31	1-3 passes	\$17/pass	1-2 passes	\$18/pass
		4+ passes	\$8/pass	3+ passes	\$9/pass
	August 1 – Closing Day	1-3 passes	\$12/pass	1-2 passes	\$13/pass
		4+ passes	\$6 pass	3+ passes	\$7/pass
Non-Resident	Pre-season	1-3 passes	\$26/pass	1-3 passes	\$26/pass
		4+ passes	\$13/pass	4+ passes	\$13/pass
	Opening Day – July 31	1-3 passes	\$31/pass	1-3 passes	\$31/pass
		4+ passes	\$16/pass	4+ passes	\$16/pass
	August 1 – Closing Day	1-3 passes	\$26/pass	1-3 passes	\$26/pass
		4+ passes	\$13/pass	4+ passes	\$13/pass

Davy noted that staff felt that the proposed changes benefit both residents and non-residents. She explained that residents are paying a higher rate for the first two passes purchased, yet a family purchasing three or more passes will see a cost savings. Non-residents still pay a higher fee but no increase to these fees is proposed. Davy provided some examples to help understand the benefits to different sized families.

Davy explained that staff was looking for park board member approval on the rates proposed or any suggested changes to the plan that the park board was recommending. She asked for park board member questions or comments.

Raarup asked how many season pass memberships are sold to non-residents. Davy responded that 930 non-resident memberships were sold, amounting to 23% of the total memberships sold.

After expressing support for the staff recommended fee structure change, Gabler moved and Kist seconded a motion to recommend to the city council the 2017 Shady Oak Beach fee structure as prepared by staff. All voted "Yes". Motion carried.

Davy noted that before final approval, the Minnetonka Park Board recommendation would be brought to the Hopkins Park Board for consideration. If approved by the Hopkins Park Board, staff will include the changes in the 2017 budget.

C. Adoption of the 2017 Park Board Strategic Plan

Johnson provided a draft of the 2017 draft Strategic Plan as discussed and amended at the December 4, 2016 meeting. He noted that the plan included the same four primary goals:

- 1) To protect natural resources and open space,
- 2) To renew and maintain parks and trails,
- 3) To provide quality athletic and recreational facilities and programs and
- 4) Enhance long-term park board development.

The park board reviewed the draft plan and did not recommend any further changes.

D. Appointment of Park Board Chair and Vice-Chair positions

Evenrud was asked by multiple board members if he was interested and willing to move from the Vice-Chair to Chair. Evenrud indicated he was, but only if others were not interested at this time. Hearing none, Gabler moved and Seveland seconded a motion to appoint Nelson Evenrud as Park Board Chair for a term beginning February 1, 2017 and running through January 31, 2018. All voted "Yes". Motion carried.

Raarup asked if anyone was interested in serving as Park Board Vice-Chair. She then asked Kist if she would be willing. Kist indicated that she would be interested if considered. Hearing that, Seveland moved and Gabler seconded a motion to appoint Cindy Kist as Park Board Vice - Chair for a term beginning February 1, 2017 and running through January 31, 2018. All voted "Yes". Motion carried.

5. Park Board Member Reports

Evenrud indicated that his family purchased Shady Oak Beach memberships for the first time in 2016 and thoroughly enjoyed the experience.

Noting that it was her last meeting, Evenrud took the opportunity to thank Raarup for her eight years of service on the park board, and the past two as Park Board Chair. Speaking for the entire staff, Johnson echoed that appreciation and thanked Raarup for her professionalism, for bringing humor to the board as needed, and for her support of staff over the past eight years. Raarup thanked everyone for their kind words.

6. Information Items

Sara Woeste, Recreation Services Program & Special Events Manager, noted that the 2017 Capital Improvements Program includes funding for the placement of an electronic sign at the entrance to Shady Oak Beach. She noted that the sign would be used to promote programs at the beach and to provide operational updates such as weather closures. Woeste explained that staff has been working with a consultant to review requirements for the sign and develop design concepts. She indicated that the process is now ready for a review of a sub-committee comprised of Minnetonka and Hopkins Park Board members and asked if there was interest to serve on the sub-committee. Kist and Kvam both expressed an interest to serve.

7. Upcoming Park Board Agenda Items

No additional items were discussed in addition to the calendar included in the meeting packet.

8. Adjournment

Raarup adjourned the meeting at 7:47 p.m.

**Minnetonka Park Board Item 4A
Meeting of March 1, 2017**

Subject:	Mountain biking project update from Minnetonka High School Vantage Program students
Park Board related goal:	To renew and maintain parks and trails
Park Board related objective:	Renew, expand and maintain a trail system to encourage outdoor recreation
Brief Description:	The city is completing a mountain biking feasibility study to present to the Park Board and City Council, components of which are to be completed by students in the Minnetonka High School Vantage Program. Students of the program will attend the March 1, 2017 park board meeting to provide a status report and update.

Background

An initial request for the addition of mountain biking trails to the city's park system was introduced to the Park Board at their September 7, 2016 by Minnetonka resident Ben Marks, along with students and staff from the Minnetonka and Hopkins school districts. Following the group's presentation, the park board directed staff to work with representatives of the mountain biking community to prepare a proposal for park board consideration. Marks suggested that students from the Minnetonka High School Vantage program might assist as part of their program requirements.

In October 2016, city staff from public works and recreation services toured various parks with Marks, Vantage students and Tim Wagner, a mountain biking consultant. Various ideas were discussed and reviewed, with information forwarded to the Vantage students for consideration.

At the December 7, 2016 park board meeting, five students from the Vantage program presented their findings and recommendations to the park board. The plan developed involved placing shorter, less impactful trails in Big Willow Park (approximately 3 miles) and Civic Center Park (approximately 2 miles) connected by the existing regional trail. In addition, the west side of the 494 corridor from Stone Road to 394 could serve as a future expansion to the initial two mountain biking trails. Along with their trail plan, the Vantage students presented information related to construction costs, maintenance, and user demand.

Following the presentation, the park board directed staff to work with the Vantage program and others community mountain biking enthusiasts to complete a feasibility study to determine the requirements and challenges for adding mountain biking to the Minnetonka park system.

Summary

City staff have developed a mountain biking feasibility study outline for completing in 2017 (see attached). A consultant has been hired to prepare a suggested trail plan, and Vantage Program students have started the process of completing their feasibility study

responsibilities. The students will attend the March 1 meeting to provide a status report and plan outline for completing their feasibility study responsibilities.

Discussion Points

- Does the park board have further direction to provide to the Vantage Program students?

Recommended Park Board Action: Receive a status report from the Vantage Program students and provide direction as needed.

Attachments:

1. Park Board meeting minutes 12/7/16
2. Mountain Biking Feasibility Study outline

1. Roll Call

Park Board members in attendance included Jack Acomb, Nelson Evenrud, Chris Gabler, Cindy Kist, Peggy Kvam, Marvin Puspoki, Elise Raarup and Madeline Seveland. Staff members in attendance included Jo Colleran, Ann Davy, Darin Ellingson, Dave Johnson, Kelly O'Dea, Mike Pavelka, Perry Vetter, Amy Weiss and Sara Woeste.

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

2. Approval of Minutes

Gabler moved and Kist seconded a motion to approve the meeting Minutes of September 7, 2016 as submitted. All voted "Yes". Motion carried.

Kvam moved and Puspoki seconded a motion to approve the Joint meeting minutes of the City Council and Park Board on November 2, 2016, as submitted. All voted "Yes". Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Presentation of mountain biking plan by Minnetonka High School Vantage program students

Johnson introduced the item by providing background on how the process has transpired to date. He noted that at the September 7, 2016 meeting, the park board heard a request from local mountain biking enthusiasts for the consideration of adding dedicated and maintained mountain biking trails in the city's park system. Those speaking at the meeting included high school athletes and coaches from the Minnetonka and Hopkins School District, interested residents and others involved professionally in construction and maintenance of mountain biking trails. Johnson said that following the group's presentation, the park board directed staff to work with those presenting to explore potential partnerships for constructing and maintaining trails in the city's park system. Johnson indicated that towards the end of the September 7th discussion, Minnetonka resident Ben Marks offered as a suggestion utilizing students in the Minnetonka School District's VANTAGE program to assist in preparing information to bring back to the park board.

Johnson reported that in October, 2016, staff from the Parks and Natural Resources Divisions of the Public Works Department, and staff from the Recreation Services Department, joined Marks, students from the VANTAGE program and a mountain bike trail contractor to tour Big Willow and Civic Center Parks to explore possibilities for the addition of trails.

Johnson closed by indicating that staff has been working with Marks and the VANTAGE students for the past several weeks to prepare a proposal to bring back to the park board, thus the reason the Vantage group is attending the meeting this evening.

Johnson turned the floor over to the Vantage students who included Zane Bush (Project Manager), Christian Kramer, Matt Kothe, Teddy Nordvold and Adam Wilkinson. The students then presented an extensive PowerPoint presentation that reviewed the following aspects related to Mountain biking:

- Deficiency in the availability of mountain biking trails in the western suburbs, more specifically the Minnetonka area
- The demand being heard for mountain biking trails through the Minnetonka Matters initiative, and increase those interested in the sport
- A review of other successful mountain biking trails and maintenance operations including 7 miles of trail at Theodore Wirth Park in Minneapolis, 12 miles of trail at Lebonon Hills Park in Apple Valley, 3.5 miles of trails available in McLeod County (Hutchinson), and 5.5 miles of trails in Carver Lake Park in Maplewood.
- Methods used to raise capital for construction and operations of the trails.

Following a review of these areas, the Vantage Group presented their proposal which included 3.5 miles of trails in Big Willow Park connected by the SWLRT trail to 1.5 miles of trails in Civic Center Park. The group mentioned that, if successful, a second phase could include additional trails of about 2 miles located on the western side of the 494 corridor between Minnetonka Boulevard and Interstate 394.

The group closed by stating that their plan was developed keeping four primary concerns in mind 1. Safety, 2. Environmental Impact, 3. Accessibility and 4. Cost. They requested park board consideration of funding the plan as early in the 2018-2022 Capital Improvements Program, preferably 2018 and asked for any park board member questions.

Seveland asked why Civic Center Park and Big Willow Park were higher priorities than the 494 corridor. Bush responded that consideration of the 494 corridor came up later in the process and not as much detail work has been done to this point other than confirming that the property is owned by the city. He added that

both parks already have existing trail use and that what is being proposed formalizes that use.

Kvam asked for an explanation of what would be required as far as trail maintenance goes. Bush responded that required maintenance is very similar to what is required on the city's trail system such as correcting areas where erosion has occurred and providing preventative maintenance. Kvam asked how the trails could be closed when conditions require it. Bush indicated that signs and possibly gates could be used to close and indicate the reason, as well as by electronic means such as social media. He added that mountain bikers are typically very concerned about the condition of trails and do not want to ride them when conditions would deteriorate the trails in the long run. Kvam asked who would be responsible for closing the trails. Bush responded by saying it would be city staff or a designated volunteer.

Seveland asked if the VANTAGE group had researched any existing trails in Big Willow or Civic Center that could be utilized for mountain biking. Bush indicated that they had, however those trails would require reconditioning in order to be environmentally acceptable.

Evenrud noted that the area in Civic Center Park where trails are being requested is in close proximity to athletic fields. He asked if there were concerns with the amount of activity in the area and how it might impact biking. Bush again noted that signage would need to play a role in keeping non-bikers a safe distance from the trails.

Kvam noted that the park board has had recent discussions related to the request for those asking for new park amenities to consider putting "skin in the game" or by other words, provide funding to the project. She asked if the mountain biking population would consider doing so. Bush responded that he and his team were considering different types of fundraisers to assist with their request, but added that the primary need for trails is to benefit residents in Minnetonka and not necessarily the high school mountain biking teams.

Acomb asked if the trails being requested are seasonal or year-round. Bush responded that the trails are designed for use during the warmer months, but added that when frozen there is an increased interest in use during the winter months when the ground is frozen.

Raarup asked what the estimated distance would be in the 494 corridor. Resident Ben Marks estimated it to be about 2 miles.

Gabler asked if other area communities such as Deephaven have been approached about the addition of mountain biking trails. Nordvold indicated they have not, noting that their park acreage is somewhat limited.

Raarup asked if the Hennepin County Youth Sports grant program might support a project like this. Johnson responded that projects that fall under that grant program need to be dedicated to youth and it would be a stretch to consider this a youth program.

Raarup asked why only Big Willow and Civic Center were being considered. Johnson noted that he provided the VANTAGE group with an inventory of the park system, noting the sensitivity to past requests that greatly impacted private property lines and the natural resources in general. He suggested that the group consider not recommending trails in parks that are designated by the city as preserves such as Jidana. He also indicated that parks like Purgatory Park are overwhelmed with other activities such as dog walking, and general trail use. Marks added that the proposal presented this evening is an attempt to place these trails in the central part of the city and make them accessible from park to park.

Kist noted that she felt the students did a great job in researching and developing their recommendation.

Kvam asked Colleran for her perspective as it relates to the impact mountain biking trails would have in the natural areas of the park system. Colleran cautioned that while a 3 foot trail might seem manageable, it actually will impact trees and other plants up to 8 feet from the trail and that is the challenge. She noted that the addition of trails would need to be managed and there will be conflicts that need to be managed, however she feels the trails are also a good fit. Colleran noted that all parks receive considerable use, some more than others, and that managing all needs such as dog walkers, bird watchers, hikers, etc., will be a challenge as well. She closed by saying it's all about partnerships and learning to work and respect all interests.

Due to time constraints, the park board tabled this item at 8:20 p.m. to allow for Item 4B to be discussed and returned at 8:45 to continue the discussion.

Seveland expressed support for pursuing mountain biking trails in the park system, however she asked that staff proceed with caution with respect to Big Willow Park.

Kvam concurred with Seveland and added that the 494 corridor should be studied at the same time so that all options can be considered.

Hearing no further comments, Seveland moved and Gabler seconded a motion to direct staff to complete a 2017 Feasibility Study for the addition of mountain biking trails in the park system. All voted "Yes. Motion carried.

Gabler added that any groups providing funding to assist in the completion of the Feasibility Study would be “putting skin in the game” and show fiscal responsibility.

Gabler moved and Puspoki seconded a motion to direct staff to include a project page for the addition of mountain biking in the parks system if the feasibility study is completed and indicates it is possible both logistically and economically. All voted “Yes”. Motion carried.

CITY OF MINNETONKA

MOUNTAIN BIKING FEASIBILITY STUDY (DRAFT)

	TRAIL DESIGN	COST ESTIMATING	PUBLIC INPUT	TRAIL MAINTENANCE / COMMUNITY BENEFIT	NATURAL RESOURCES
RESPONSIBLE CONTACT(S)	CONSULTANT	CONSULTANT	CITY STAFF/ PARK BOARD	VANTAGE PROGRAM	CITY STAFF/ CONSULTANT
TASK:	REVIEW WORK COMPLETED TO DATE	DETERMINE COST FOR CONSTRUCTION WITH INFLATION FACTORS FOR YEARS 2018 - 2022	SCHEDULE COMMUNITY INPUT MEETING	DEVELOP RECOMMENDATIONS FOR DAILY, WEEKLY, MONTHLY AND ANNUAL MAINTENANCE	WORK WITH CONSULTANT ON DESIGN OF TRAIL ROUTE AND GAIN KNOWLEDGE OF TRAIL CONSTRUCTION
TASK:	GAIN KNOWLEDGE OF CITY'S NR ISSUES INCLUDING TREE PROTECTION AND RESTORATION EFFORTS	HIRE AN ARBORIST TO CONDUCT A TREE INVENTORY	SUMMARIZE INPUT RECEIVED	PROJECT STAFF HOURS REQUIRED FOR ANNUAL MAINTENANCE	PROVIDE RESTORATION COMPONENTS FOR THE SURVEY
TASK:	WORK CLOSELY WITH NR ON TRAIL DESIGN, PROVIDE SURVEY WITH NR FEATURES AND NR IMPACTS	PROVIDE A SURVEY WITH NR FEATURES (ACTUAL SURVEY VS. GPS POINTS UNLESS SUB-FOOT ACCURATE).		PREPARE ANNUAL BUDGET	
TASK:	UNDERSTAND PERMITTING REQUIREMENTS	PREPARE A TREE PROTECTION AND EROSION CONTROL PLAN INCLUDING ACCESS AND CONSTRUCTION LIMITS		DEVELOP ESTIMATED USER NUMBERS	PROVIDE ANALYSIS OF FINAL DESIGN WORK
TASK:				DEVELOP COST/BENEFIT FORMULA AS COMPARED TO OTHER RECREATIONAL AMENITIES	WORK WITH CONTRACTOR (IF TRAIL IS CONSTRUCTED)
TASK:				IDENTIFY AND COMMIT RESTORATION VOLUNTEERS	

**Minnetonka Park Board Item 4B
Meeting of March 1, 2017**

Subject:	Review of the Capital Improvement Program
Park Board related goal:	Enhance long-term Park Board development
Park Board related objective:	Define CIP Projects for 2018-2022
Brief Description:	Review and discuss the 2017 – 2021 Capital Improvement Program and related process in anticipation of consideration of 2018 – 2022 in April

Background

Annually, the park board is asked to review and recommend the park and trail related items that are included in the Park and Trail Improvement Fund (PTF) 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.*

The PTF accounts for just over 4% of the entire 2017 – 2021 CIP (*Figure 1*). While exact percentages change annually, the PTF averages around 5% of capital expenditures with a current high of over 9% of total expenditures in 2019. Undoubtedly, the largest share of CIP expenditures the city has fall within the Water and Sewer System Improvements and Street Improvements categories.

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. Looking at the previous five years’ worth of projects (2012 – 2016), and the current five years’ worth (2017 – 2021) of projects, the capital investment for new trails (46%) and new park amenities (7%) compared to the rehabilitation of existing infrastructure has been very close to evenly allocated, slightly favoring new construction (53% to 47%) (*Figure 2*). Investment in trail segments, both new construction and rehabilitation of existing has been the largest area of focus during this timeframe at 56% of all expenses. Investments in existing park rehabilitation, while less than 25% of investments over this time period, is the next largest category of planned CIP projects.

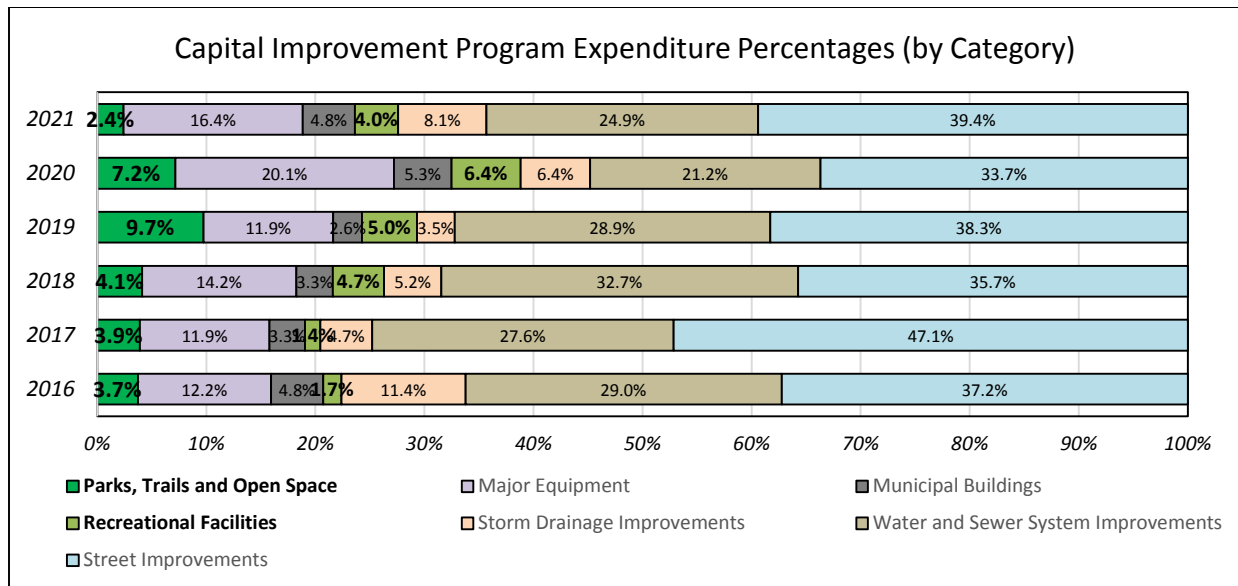


Figure 1

These are allocated amounts out of the PTF and do not include other sources such as the Community Investment Fund, Park Renewal Bonds or external grant/partnership funds. Data compiled from 2012 to 2022 illustrates the allocation of funding in the following categories:

1. New trail construction
2. New park amenity construction
3. Existing trail rehabilitation
4. Existing park rehabilitation
5. Athletic field improvements owned by the city
6. Athletic field improvements not owned by the city
7. Burwell House and park building improvements
8. System Planning Studies

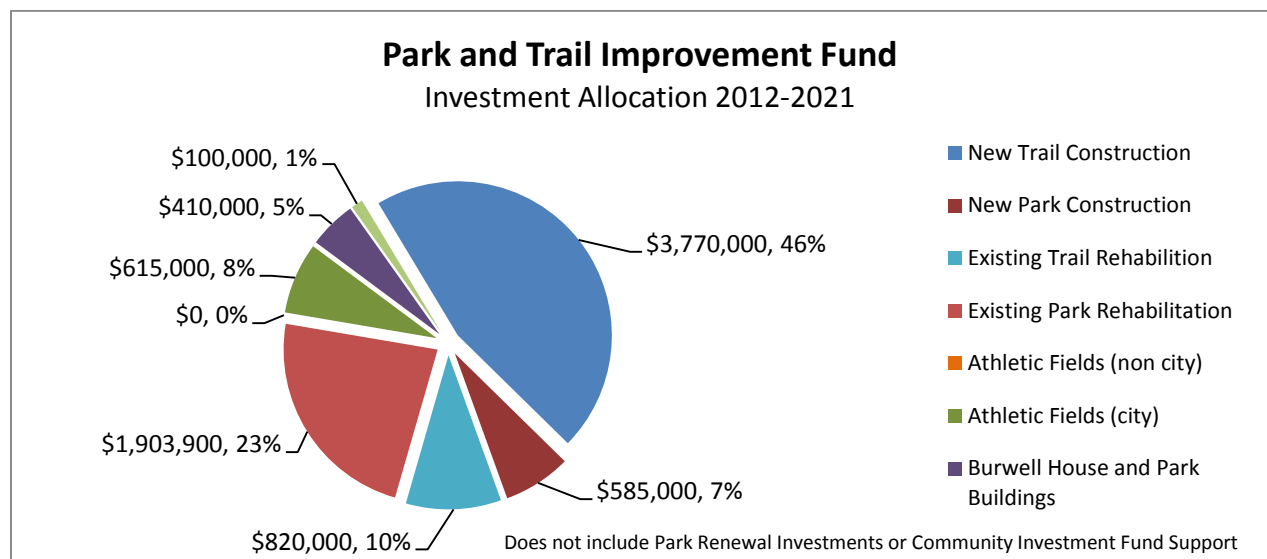


Figure 2

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 and opportunity are made 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 PTF 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.*
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.

The 2018-2022 CIP will be proposed for review and comment by the park board in April. There are certain projects that the status of is still unknown at this time and require further deliberation and discussion. Some examples of those are the mountain biking request and further discussion regarding the 2016 request of Bennett Family Park.

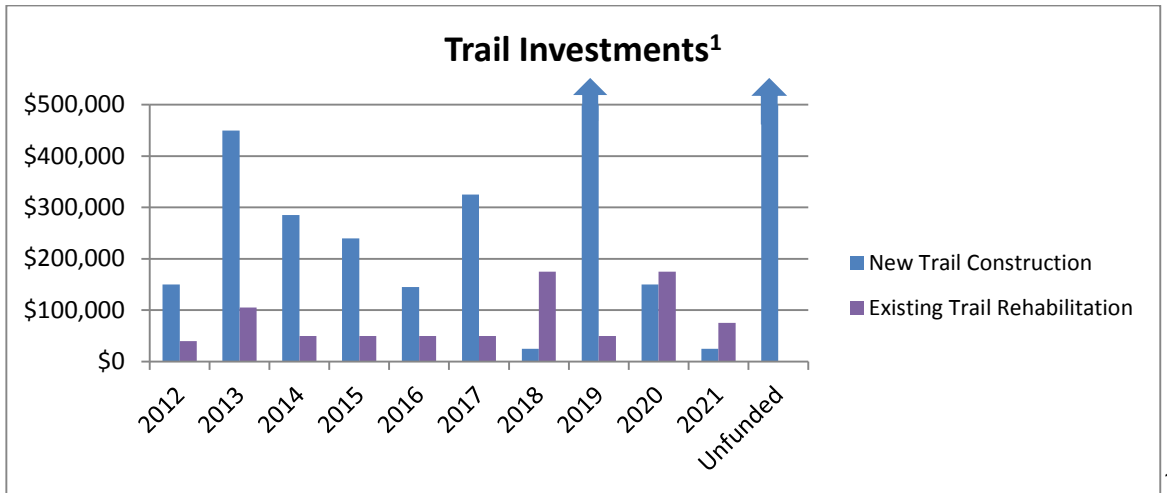


The city council will review tentatively in April and tentatively adopt in May. Below are some of the key components and historical funding of the proposed CIP.

Trail Improvement Plan

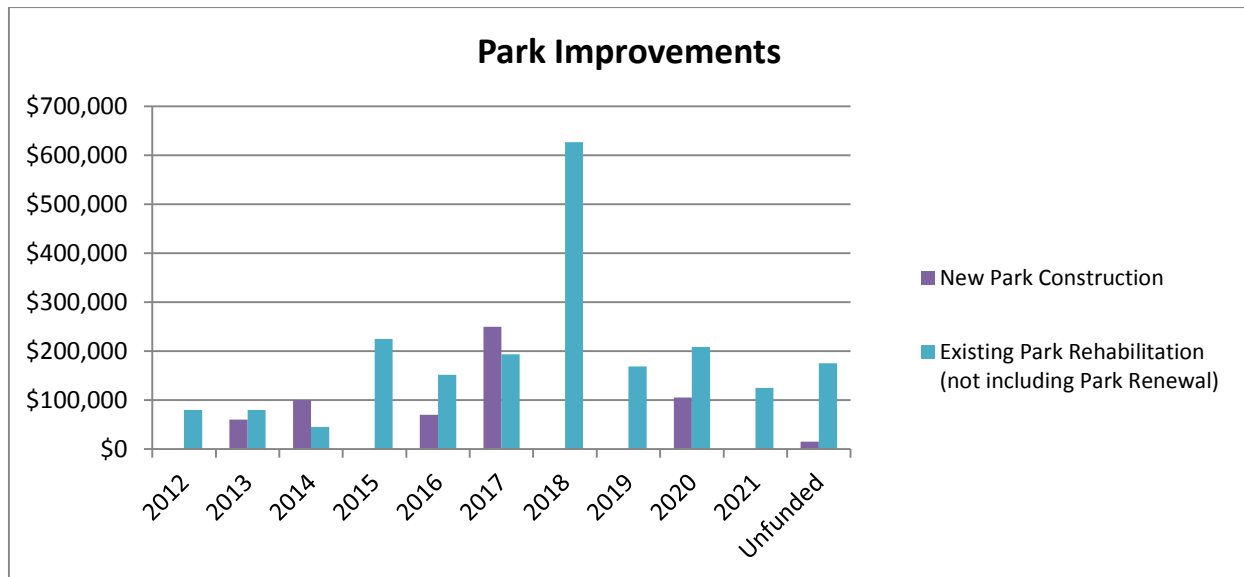
One components of the PTF is the backlog of unscheduled and unfunded trail segments. This list encompasses approximately 50 miles of new trail or missing link

segments and cost estimates without coinciding with a larger roadway project have exceeded \$60 million.



Park and Trail Investment Plan

The next major component of the PTF is the park and trail investment plan that looks forward 30 years and projects the lifecycle of existing amenities in the park system. This plan was established as a result of a previous park board goal to develop a funding mechanism for future capital needs. This schedule tracks all infrastructure installed in the park system and projects a future cost and replacement schedule. Those costs are then combined and scheduled during the five-year CIP window. It is important to note that some park renewal projects were constructed almost 15 years ago and will be 20 years old at the end of this year’s CIP window.



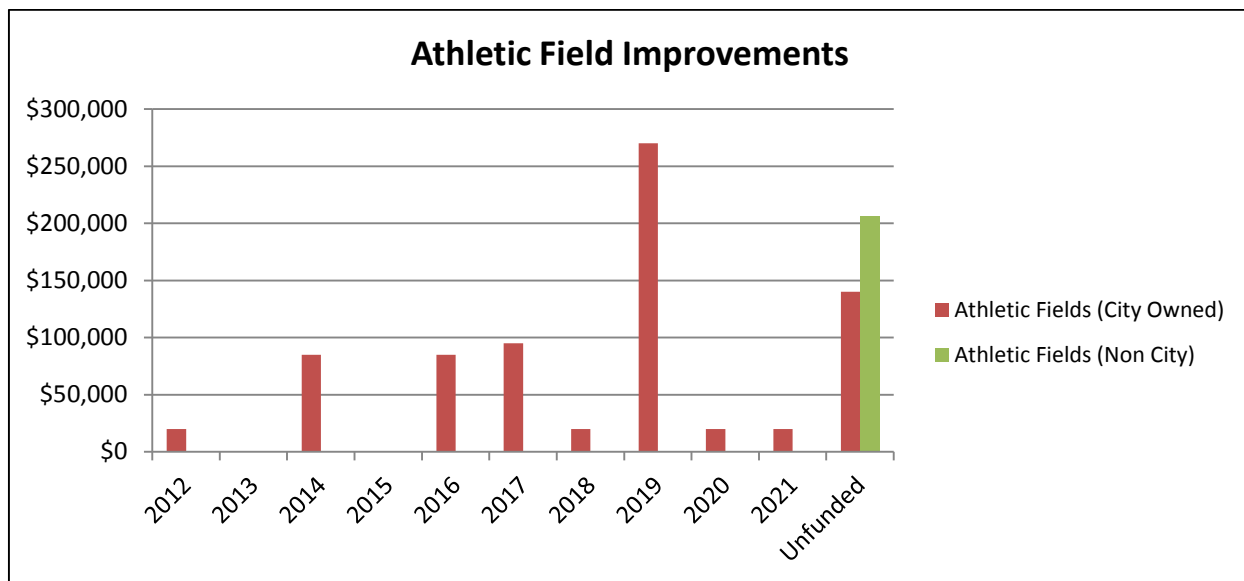
¹ 2019 New trail investments total \$1,975,000 and unfunded segments estimates total \$63,280,000.

City Owned Fields

A variety of improvements are scheduled over the next five years to city owned athletic fields. These upgrades include major turf playing surface maintenance, expansion in the number of lighted fields to extend play and safety improvements. These improvements are consistent with the needs of the Athletic Field Needs Study presented to the board in 2012.

Non-city Owned Fields

At the February 3, 2016 park board meeting, Alan Lanners, President of the Bennett Family Park organization presented an informational overview about their organization. A capital funding request was later received which was included as a project, with the request listed as unfunded. The Park Board visited the park as part of the annual tour last May. Bennett Family Park and the city had a previous capital improvement agreement in place in the mid-1990's. That five-year agreement totaled approximately \$200,000 of infrastructure improvements for fields. As part of that prior agreement, the Recreation Services Department was given free field use for programming needs outside of the baseball season.



New Projects

At the December 7, 2016 Park Board meeting Minnetonka High School students from the Vantage Program presented a concept for the inclusion of designated mountain bike trails to the city's park and trail system. The board reacted favorably to the request and asked that a CIP page be created for the project to be reviewed for inclusion in the 2018 – 2022 CIP. To date, that is the only outstanding project request received that does not

have at minimum a project page in the 2017 – 2021 CIP that will be updated and carried forward for review.

Discussion Points

Staff recommends that in April 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.

- **Does the Park Board agree with the prioritization ranking proposed by staff?**
- **Does the Park Board desire additional information on potential projects that have not yet been discussed in in preparation of the April meeting?**

Recommended Park Board Action: No action required. Review and discuss the CIP process in preparation for the April review.

Attachments

1. 2017-2021 Proposed CIP Park and Trail Improvement Fund

Project Category: Recreational Facilities
Project Title: Lindbergh Center Improvements
Total Estimated Cost: \$232,000 (city cost)
800,000 (total cost)
Funding Priority: 2
Account Number: 4123.6530.S17103

Description:
Constructed in 1996, the Lindbergh Center is jointly owned and operated by the City of Minnetonka and the Hopkins School District. The facility has five regulation basketball courts, seven volleyball courts, competitive running track, walking & jogging track and an exercise and conditioning room.



Source of Project Funding	2017	2018	2019	2020	2021
Capital Replacement Fund	\$29,000	\$29,000	\$58,000	\$58,000	\$58,000
Hopkins School District	71,000	71,000	142,000	142,000	142,000

<p>Justification: The joint agreement between the city of Minnetonka and the Hopkins School District provides for the sharing of the operating and capital expenses of the Lindbergh Center. The facility is instrumental to the joint recreation division's ability to offer high demand youth and adult community programs. In 2015, the city's 29% share of operating costs totaled \$116,665.</p> <p>Scheduling and Project Status: Due to the Hopkins School District capital bond referendum, the renovation of certain items may be completed at different times than expected. The city will still adhere to its funding schedule. Projects are regularly put into the CIP to spread the cost of equipment replacement over a number of years rather than replace a large amount of equipment at one time. The city would be responsible for 29% of the following improvements:</p> <p>2008-16: Walking/jogging track surface, cardiovascular equipment, HVAC upgrades, divider curtains, basket cable system, facility lighting, weight equipment, scoreboards</p> <p>2017: Bleacher addition (east wall) 2018: Replace exterior concrete ramp and stairs 2019: Walking/jogging track, synthetic court surface 2020: Portable bleacher replacement 2021: Volleyball standards, basketball backboards, cardiovascular equipment</p>	<p>Relationship to General Plan and Other Projects: These improvements are in keeping with efforts to provide and maintain a quality and efficiently operated facility.</p> <p>Effect on Annual Operations Costs: Lindbergh Center rental revenues collected by the school district off-sets total operating costs.</p> <p>Preventative maintenance costs tend to rise as equipment ages. A consistent replacement schedule of older equipment will allow operating costs to be maintained.</p>
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Project Category: Recreational Facilities
Project Title: Shady Oak Beach Improvements
Total Estimated Cost: \$107,200 (city cost)
160,000 (total cost)
Funding Priority:
Account Number: 4701.XXXX.S17112

Description:
Shady Oak Beach is jointly operated by the cities of Hopkins and Minnetonka. The facility is open from June – August each summer with the revenues generated from season pass sales and daily admissions. Seasonal attendance ranges from 30,000 – 40,000 annually. The facility was most recently renovated in 1998.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund	\$33,500	\$16,800	\$23,400	\$33,500	
City of Hopkins	16,500	8,200	11,600	16,500	

<p>Justification:</p> <p>The joint agreement between the city of Minnetonka and city of Hopkins provides for the sharing of the operating and capital expenses of Shady Oak Beach. These expenses are split 67% city of Minnetonka and 33% city of Hopkins.</p> <p>The beach has had two floating docks and the permanent high-dive dock in the swimming area for many years. While the docks are popular, integrating new amenities such as water play inflatables will continue to provide a variety of fun, quality experiences for beachgoers.</p> <p>Scheduling and Project Status:</p> <p>2016: Landscape improvements, patio tables and chairs</p> <p>2017: Entrance monument sign (\$50,000) 2018: Water play inflatable amenities (\$25,000) 2019: Replacement of lifeguard building cabinets (\$5,000), windows/screens (\$10,000), exterior and interior lighting (\$15,000), irrigation improvements (\$5,000) 2020: Water play inflatable amenities (\$50,000)</p>	<p>Relationship to General Plan and Other Projects:</p> <p>These improvements are in keeping with the efforts to maintain a quality facility.</p> <p>Effect on Annual Operations Costs:</p> <p>Maintenance costs tend to rise as facilities age. A consistent replacement schedule of older items will allow operating costs to be maintained. These capital projects will not have an effect on the facility’s annual operating costs or revenues long-term.</p> <p style="text-align: center;">Examples of possible inflatables</p> <div style="display: flex; justify-content: space-around;">   </div>
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Project Category: Recreational Facilities
Project Title: Glen Lake Activity Center Facility (GLAC)
Total Estimated Cost: \$2,500,000 (Unfunded/TBD)
Funding Priority: 2
Account Number: NA

Description:
Phase II of the feasibility study will be completed in 2016 with the goal of developing recommendations for replacement or renovation of the Glen Lake Activity Center consistent with the council’s direction of providing a smaller facility that proposed in Phase I replaces and slightly enhances the amount of space currently provided.

Source of Project Funding	2017	2018	2019	2020	2021
Community Investment Fund – Unfunded					\$2,000,000
Public Safety Facility Bond - TBD					\$500,000

<p>Justification:</p> <p>Since 1995, the GLAC has served as a meeting facility for community groups and organizations, particularly those serving the Glen Lake area. The facility, initially constructed as a satellite fire station in 1965, is aging and in need of increasing maintenance, upkeep and capital improvements.</p> <p>In December of 2015, the city council reviewed a park board recommendation to provide extensive programming space at the current GLAC location. Citing concerns related to location and cost, the Council instead directed staff and the park board to look for alternative locations to provide gymnasium space and to look to remodel the GLAC keeping the existing levels of meeting and activity space.</p> <p>Scheduling and Project Status:</p> <p>2015: Contracted with an outside consultant to complete a feasibility study to determine if the current GLAC site could support a community recreational facility. Council reviewed the study and requested that an alternative building with reduced programming and activity space be examined for the existing location.</p>	<p>2021: Refinish interior spaces, replace existing HVAC systems, address ADA requirements and redesign/improve parking and landscaping. Consider purchase of private property to the east of the GLAC.</p> <p>Relationship to General Plan and Other Projects:</p> <p>Existing GLAC space provided to the Police Department and HCMC ambulance service would be renovated as part of the interior refinish.</p> <p>Effect on Annual Operations Costs:</p> <p>Maintenance costs related to the GLAC would be reduced by an estimated \$5,000 per year from 2022 - 2025, then increase slightly in the years to follow. Improved spaces could allow for an adjustment in rental fees for space provided to private groups.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Emerald Ash Borer Program
Total Estimated Cost: \$794,000
Funding Priority: 3
Account Number: 4510.XXXX.S17209

Description:
 This program funds asset-related costs associated with the arrival of the Emerald ash borer (EAB) insect.

Source of Project Funding	2017	2018	2019	2020	2021
Forestry Fund	\$154,000	\$160,000	\$160,000	\$160,000	\$160,000

<p>Justification:</p> <p>The emerald ash borer is an insect now present in the metropolitan area that will eventually kill all native ash trees. As a result, the city is pro-actively designing a management program that deals with the anticipated costs of the infestation. These costs include tree removal, stump grinding, reforestation and chemical treatments.</p> <p>Scheduling and Project Status:</p> <p>In 2014, the city initiated a program that will begin to deal with the anticipated effects of infestation. Additional staff will be hired to assist with the development of work plans for both public and private trees. 2015 will be the first full year of the program, and the annual amounts indicated for the remaining years through 2021 are projected costs assuming infestation has not yet been detected.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>This program is being coordinated with other forestry programs.</p> <p>Effect on Annual Operations Costs:</p> <p>The costs above reflect only the capital budget portion of the program. The program will also increase operating costs of the city. The first full year of operating costs for the program are estimated to be approximately \$200,000 annually beginning 2015.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Park and Open Space Purchase
Total Estimated Cost: \$600,000 - Unfunded
Funding Priority: 4
Account Number: NA

Description:
 The city's open space preservation implementation strategy calls for the preservation of open space that meets certain criteria. In addition, the Park Board has identified certain parcels that would expand existing parkland.

Source of Project Funding	2017	2018	2019	2020	2021
Community Investment Fund – Unfunded			\$300,000	\$300,000	

Justification:

The Minnetonka Park Board developed a property acquisition list that identifies desirable parcels for purchase by the City. The list is updated on a regular basis and includes properties within the Minnehaha Creek Preserve and properties that are adjacent to existing City park land to serve in expanding the City's parks. This funding provides resources to purchase land identified by the Park Board.

In addition, in 2001 Minnetonka voters approved a \$15,000,000 bond referendum for parks renewal and open space preservation. About half of these funds were used for open space preservation.

Scheduling and Project Status:

As parcels from the prioritization list become available, they will be acquired or preserved by other means (e.g., conservation easements) based on funding availability and City Council approval. Parcels classified as urgent and high priority for open space preservation will be actively pursued.

Relationship to General Plan and Other Projects:

This project is consistent with the Council Policy on an Open Space Preservation Program and the Management of Natural Resources.

Effect on Annual Operations Costs:

Costs related to additional land stewardship are expected to increase dependent upon the size and environmental features of parcels acquired.

Project Category: Parks, Trails & Open Space
Project Title: Athletic Field Improvements
Total Estimated Cost: \$640,000 Total Cost
425,000 City Cost
75,000 Grant Funding
140,000 Unfunded
Funding Priority: 2
Account Number: 4701.XXXX.S17207

Description:

The park board's 2012 update of the city's Athletic Field Needs Study continues to indicate a moderate need for increased game quality athletic fields for the sports of soccer, lacrosse and football; and increased access to quality practice fields for youth softball and baseball through partnerships.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail fund- City Facilities	\$95,000	\$20,000	\$270,000	\$20,000	\$20,000
Hennepin Youth Sports Grant Funding	75,000				
Unfunded – Park & Trail Fund		140,000			

Justification:

With a lack of available city property for athletic field expansion, lighting of existing fields, along with partnerships with local school districts, provides the best opportunities to expand access to community fields. This program also funds major upgrades to dedicated city owned athletic fields to maintain acceptable playing standards.

Scheduling and Project Status:

2017: \$75,000 is allocated to light the existing Civic Center fields. An additional \$75,000 would be funded from a Hennepin County Youth Sports Grant. \$20,000 is allocated for field renovations at city owned athletic fields.
2018: \$20,000 is allocated for field improvements at city owned athletic fields. \$140,000 is included as an unfunded request for the lighting of the two existing fields at Lone Lake Park.
2019: \$270,000 is allocated to replace the lighting on the softball fields at Big Willow Park.
2020 and 2021: \$20,000 is allocated for field improvements at city owned athletic fields each year.

Relationship to General Plan and Other Projects:

The city of Minnetonka has a history of partnerships with the Minnetonka and Hopkins School Districts to provide quality community facilities, most notably, the Lindbergh Center, Arts Center on 7 and athletic improvements at Hopkins West Junior High.

1998: The city provided \$100,000 for the redevelopment of fields at Hopkins West Junior High with the Hopkins School District.
2008 – 2010: The city provided \$250,000 towards the \$3.5 Million construction of Minnetonka School Districts Veterans Field (baseball/football fields).
2009: The city provided \$95,000 towards the \$1.2 Million construction of Legacy Fields (four youth softball fields) with Minnetonka School District.
2010: The city provided \$50,000 towards a \$250,000 upgrade of an existing multi-purpose field at Bennett Family Park.
2014: \$20,000 is allocated for field renovations at city owned athletic fields and \$65,000 for Phase I safety improvements (foul ball netting) at Big Willow Park.
2016: \$85,000 is allocated for Phase II safety improvements (spectator and bleacher protection) at Big Willow Park. Hennepin County Youth Sports grant application will be submitted for the 2017 cycle.

Effect on Annual Operations Costs:

Under the terms of the partnership agreements in place for previous improvements completed on school district property, the school districts are responsible for all operational and capital replacement costs. Increased energy costs due to field lighting will be recouped through field use fees.

Project Category: Parks, Trails & Open Space
Project Title: Burwell House
Total Estimated Cost: \$235,000
Funding Priority: 1
Account Number: 4732.XXXX.S17202

Description:
 This project provides for maintenance and improvements to the Burwell House.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund - Maintenance Expenditures	\$65,000	\$35,000	\$15,000	\$105,000	\$15,000

Justification:
 Major maintenance projects are necessary at the Burwell House and other structures to keep the city's investment in good repair.

Scheduling and Project Status:
 Staff will pursue grant opportunities to assist with improvements that will be needed in the future.

2017: \$50,000 is allocated for irrigation for the gardens and lawn are planned. The large investment in plants warrants this investment after losing many mature Elm trees to disease.
2018: \$20,000 is allocated for the upgrade of the building automation software that controls the HVAC system. The allocated portions covering the Burwell House are listed with the city-wide Building Automation project.
2020: \$90,000 is allocated for scheduled window replacement.

Relationship to General Plan and Other Projects:
 These projects are necessary to ensure these facilities meet the standards for public health and protect the investment of the city for the long term. Painting of the Burwell House and a roofing condition study was completed in 2012, for replacement in 2016.

Effect on Annual Operations Costs:
 None.

Project Category: Parks, Trails & Open Space
Project Title: Upper Minnehaha Creek Corridor
Total Estimated Cost: \$150,000
Funding Priority: 3
Account Number: 4200.XXXX.S17208

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	2017	2018	2019	2020	2021
Community Investment Fund	\$150,000				

<p>Justification:</p> <p>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 the corridor and discussed by the city council.</p> <p>Over the last several years, the city has partnered with the Minnehaha Creek Watershed District (MCWD), Three Rivers Park District, Hennepin County, Minneapolis Park Board and the cities of Hopkins, Edina and St. Louis Park, to discuss creek projects of joint interest.</p> <p>In 2010, the city and MCWD formed a steering committee to explore the potential for a joint facility to include public amenities and the district's headquarters on city-owned property. Discussions ended in 2012 when the study determined it was not feasible.</p> <p>Other projects included improvements to the canoe landings along the creek and development of the Minnetonka Mills Park (west of the Burwell House). Constructed in 2011 and 2012, 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.</p> <p>Potential future projects include:</p> <ul style="list-style-type: none"> • land acquisition in the corridor • construction of additional trails and boardwalks throughout the corridor 	<ul style="list-style-type: none"> • I494/Minnetonka Boulevard gateway improvements • addition of a community play lot in the recreation core <p>Scheduling and Project Status:</p> <p>The required public hearings on use of the Community Investment Fund for creek corridor projects were held in 2009, and the city council subsequently approved these expenditures. In addition to the funds above, \$200,000 for the remainder of this project is budgeted in 2015.</p> <p>Relationship to General Plan and Other Projects:</p> <p>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.</p> <p>Effect on Annual Operations Costs:</p> <p>Costs related to additional land stewardship are expected to increase dependent upon the size and environmental features of parcels acquired. Operating expenses associated with an expanded trail and park use have been incorporated into annual operating budgets and the 30-year improvement schedule.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Park Investment Plan
Total Estimated Cost: \$605,000
Funding Priority: 2
Account Number: 4701.62XX-63XX.S17203

Description:
 This item provides for the scheduled improvements to amenities within the park system on a 30 year schedule.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund	\$160,000		\$145,000	\$175,000	\$125,000

<p>Justification:</p> <p>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. As we move toward 2020, five playgrounds replaced as part of park renewal will reach 17 years old.</p> <p>Scheduling and Project Status: Staff has created a 30-year schedule guideline.</p> <p>2017</p> <ul style="list-style-type: none"> • Arbor Gazebo Painting – Meadow, Gro Tonka, Woodgate • Hard Court Resurface – Glen Moor, Knollway • Site Amenities • Hockey Board replacement at McKenzie Park <p>2019</p> <ul style="list-style-type: none"> • Install card access at the 9 park buildings with bathrooms and warming houses • Replace the upper bathroom building at Big Willow Park <p>2020</p> <ul style="list-style-type: none"> • Playground equipment and surfacing replacement – Meadow and Pioneer 	<p>2021</p> <ul style="list-style-type: none"> • Playground equipment and safety surfacing replacement – Ford and Mini-Tonka <p>2022-2024 – Future \$450,000</p> <ul style="list-style-type: none"> • Playground equipment and safety surfacing replacement – Linner and Sunrise Ridge. • Playground Equipment Replacement – Orchard, Covington, Glen-Moor, Gro-Tonka, McKenzie and Woodgate Parks • Tot Lot Safety Surface Improvements <p>Relationship to General Plan and Other Projects:</p> <p>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:</p> <p>This rehabilitation will not increase annual maintenance costs.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Pickleball
Total Estimated Cost: \$310,000
Funding Priority:
Account Number: NA

Description:
 In an effort to meet the growing demands of the sport, resident pickleball players have asked the park board to consider the addition of dedicated pickleball courts in the city's park system. Pickleball is one of the fastest growing sports both locally and nationally.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund		\$310,000			

<p>Justification:</p> <p>Pickleball is one of the fastest growing sports both locally and nationally. Since 2012, our park system has provided four non-dedicated pickleball courts which overlap the two existing tennis courts at Meadow Park. In addition, six practice quality courts were added to one of the two existing paved hockey rinks at Meadow Park.</p> <p>This project proposes the addition of up to six permanent courts in the park system by way of adding a new amenity or converting existing tennis courts for dedicated pickleball use. The city currently maintains 27 tennis courts at 12 different park locations. An additional 26 tennis courts are provided on school district properties within the city.</p> <p>Due to the high demand for pickleball, it is recommended that any expansion of the sport be planned in a community park or through a partnership using school district property where adequate parking and support amenities exist.</p> <p>Scheduling and Project Status: 2012: Markings for four pickleball courts were added to the two existing tennis courts at Meadow Park. 2014: Four pickleball court lines added to one of the two paved outdoor ice rinks at Meadow Park 2016 - 2017: Park Board conducts community meetings to develop a plan for the addition of permanent courts. 2018: Permanent courts added or converted from tennis courts.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>These improvements are in keeping with the park board's goals to provide and maintain a quality recreational amenities, and to respond to needs not previously identified.</p> <p>Effect on Annual Operations Costs:</p> <p>New courts would require annual maintenance costs of approximately \$1,000 and future capital costs to address maintenance needs as a result of extensive use and aging infrastructure.</p>
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Project Category: Parks, Trails and Open Space
Project Title: Trail Improvement Plan
Total Estimated Cost: \$2,425,000 Total Cost
Funding Priority: 3
Account Number: 4701.XXXX.S17206

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.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund (PTF)	\$300,000	\$25,000	\$1,950,000	\$150,000	\$0
Hennepin County Funds (HC)*					
Annual Trail Funding	\$300,000	\$25,000	\$1,950,000	\$150,000	\$0

Description	Funding	Length in Miles	Estimated PTF Cost	Estimated Total Cost
2017				
Plymouth Rd (CR 61) – Wayzata Blvd to Sherwood Pl	PTF	1.1	\$275,000	\$275,000
Crosby Rd – Portico to Wayzata city limits	Strt Improv	0.5	\$0	TBD
Trail wayfinding and navigation signage	PTF	na	\$25,000	\$25,000
2018				
Woodhill Road – Atrium Way to Hwy 7	Strt Improv	1.1	\$0	TBD
Trail wayfinding and navigation signage	PTF	na	\$25,000	\$25,000
2019				
Plymouth Rd (CR 61) – Minnetonka Blvd to Hilloway Rd	TBD	1.4	\$1,800,000	\$1,800,000
Smetana Rd - Westbrooke Way to Sanibel Dr	PTF	0.9	\$150,000	\$150,000
2020				
Parkers Lake Rd - Twelve Oaks Dr to Plymouth limits	PTF	0.5	\$150,000	TBD

<p>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. 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.</p> <p>Scheduling and Project Status: <i>The Opus Area Infrastructure Improvements page additionally designates \$250,000 from the Park and Trail Fund to construct trail connections to the new Light Rail Transit platform.</i></p> <p>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. In 2016 the city's internal trails team updated the feasibility score and reprioritized unscheduled segments.</p>	<p>Relationship to General Plan and Other Projects: This is an integral part of the Parks, Open Space and Trail System and the Comprehensive Guide Plans to construct the Minnetonka Trail for walkers, joggers and bicyclists.</p> <p>The vision for trail segments uses a feasibility score updated in 2016 made up of Community Access (40%), Nature of Use (40%), Cost Effectiveness (10%) and Degree of Construction Difficulty (10%).</p> <p>Effect on Annual Operations Costs: Maintenance costs will increase by approximately \$1,500/mile.</p>
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Project Category: Parks, Trails and Open Space-
Unfunded

Project Title: Trail Segments - Unscheduled

Total Estimated Cost: \$17,719,000 to \$63,280,000 unfunded

Funding Priority: 3

Account Number: N/A

Description:

This project involves the construction of the trails described in the table on the following page. A map of potential trail locations is included for reference.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund -Unfunded	\$17,719,000 to \$63,280,000				

<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. Cost projections are based on trail construction at the time of a road project (low range) to construction independent of a road construction project (high range).</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. In 2016 the city's internal trails team updated the feasibility score and reprioritized unscheduled segments.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>This is an integral part of the Parks, Open Space and Trail System and Comprehensive Guide Plans 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.</p> <p>Trails are evaluated by using a feasibility score updated in 2016 made up of Community Access (40%), Cost Effectiveness (10%), Degree of Difficulty (10%) and Nature of Use (40%).</p> <p>Effect on Annual Operations Costs:</p> <p>Although this project is currently unfunded, proposed funding source and timetable data are provided. Maintenance costs will increase by approximately \$1,500/mile.</p>
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Priority Rank	Priority Score (10=High 1=Low)	Unscheduled and Unfunded Trail Segments (all costs 2017 dollars)	Length (miles)	Est Cost w Road Project (by LF)	w Road Project Cumulative Cost	Est Cost Independently (by LF)	Independent Cumulative Cost
			46.3				
1	7.5	Excelsior Blvd (CR 3) - Pioneer to Nelson/CR61	1.1	\$351,989	\$351,989	\$1,257,105	\$1,257,105
2	7.5	Excelsior Blvd (CR 3) - Glen View to Caribou (IHM)	0.6	\$239,189	\$591,178	\$854,248	\$2,111,353
3	7.0	CR 60 - CR 3 to CR 62	1.7	\$624,387	\$1,215,565	\$2,229,953	\$4,341,306
4	7.0	CR 60 - CR 3 to CR 5	1.7	\$622,604	\$1,838,168	\$2,223,584	\$6,564,890
5	6.5	Ridgedale Dr - White Birch Rd to Target	0.6	\$227,721	\$2,065,889	\$813,289	\$7,378,179
6	6.2	CR 5 - The Marsh to Fairchild Lane	0.8	\$300,663	\$2,366,552	\$1,073,796	\$8,451,975
7	6.1	CR 73 - Cedar Lake Rd to Wayzata Blvd	1.0	\$381,608	\$2,748,160	\$1,362,885	\$9,814,860
8	5.9	CR 3 - Woodland Rd to Clear Springs Rd/101	1.0	\$354,336	\$3,102,495	\$1,265,484	\$11,080,344
9	5.9	CR 3 - Glen Oak St to Woodland Rd	0.7	\$273,494	\$3,375,990	\$976,765	\$12,057,109
10	5.6	Hwy 7 Cr 101 to Seven Hi La	0.1	\$679,000	\$4,054,990	\$2,425,000	\$14,482,109
11	5.5	CR 73 - CR 5 to Minnetonka Mills Rd	0.6	\$237,797	\$4,292,787	\$849,274	\$15,331,383
12	5.4	CR 5 - Fairchild Ave to Woodlawn Ave	0.5	\$182,057	\$4,474,844	\$650,205	\$15,981,588
13	5.3	CR 16 - CR 101 to Crosby Rd (partly in Wayzata)	0.6	\$212,546	\$4,687,390	\$759,094	\$16,740,683
14	5.1	Delton Ave - Vine Hill Rd to Old Excelsior Blvd	0.7	\$258,536	\$4,945,927	\$923,344	\$17,664,027
15	5.0	Vine Hill Rd - Delton Ave to Covington Rd	0.9	\$319,581	\$5,265,508	\$1,141,362	\$18,805,389
16	4.9	Essex Rd - Ridgedale Dr to Oakland Rd	0.7	\$272,548	\$5,538,056	\$973,385	\$19,778,774
17	4.9	Hwy 7 Underpass west of CR 101*	0.0	\$10,786	\$5,548,842	\$38,521	\$19,817,295
18	4.9	Minnetonka Mills Rd - CR 61 to CR 73	0.6	\$207,138	\$5,755,980	\$739,778	\$20,557,073
19	4.8	TH 7 - Cattle Pass to CR 101 on north side	0.4	\$148,086	\$5,904,066	\$528,880	\$21,085,953
20	4.7	Hillside La - CR 73 to Tanglen School	0.1	\$50,426	\$5,954,492	\$180,092	\$21,266,045
21	4.7	Meadow Park to Ridgedale	0.4	\$131,250	\$6,085,742	\$468,749	\$21,734,795
22	4.6	Old Excelsior Blvd - Vine Hill Rd to CR101 Nof Hwy7	0.8	\$301,706	\$6,387,448	\$1,077,522	\$22,812,316
23	4.6	Williston Rd - CR 5 to Hwy 7	1.0	\$355,149	\$6,742,596	\$1,268,388	\$24,080,704
24	4.5	Wayzata Blvd N - Hampton Inn to Shelard Pkwy	0.3	\$111,517	\$6,854,113	\$398,275	\$24,478,980
25	4.5	Ridgedale Connections	1.1	\$406,003	\$7,260,117	\$1,450,011	\$25,928,991
26	4.3	CR 16 - Crosby Rd to existing trail on west of I-494	1.3	\$476,151	\$7,736,268	\$1,700,541	\$27,629,531
27	4.2	Rowland Rd/Bren Rd - Lone Lake Park to Opus trail	1.1	\$405,570	\$8,141,838	\$1,448,465	\$29,077,996
28	4.1	Rowland Rd - CR 60 to SWLRT Trail	0.1	\$53,336	\$8,195,175	\$190,487	\$29,268,484
29	4.0	Porter/Delton Ave- Hutchins Dr to Cr 101	0.2	\$91,726	\$8,286,900	\$327,592	\$29,596,076
30	3.9	Tonkawood Road - CR 5 to Hwy 7	1.5	\$543,556	\$8,830,456	\$1,941,271	\$31,537,347
31	3.8	Woodland Rd - Townline Rd to Hwy 7	2.0	\$751,559	\$9,582,015	\$2,684,139	\$34,221,486
32	3.7	Orchard Rd/Westmark Dr - Minnetonka Dr	1.3	\$469,712	\$10,051,728	\$1,677,544	\$35,899,030
33	3.7	Pioneer Rd - Carlton Rd to CR 61	0.6	\$224,597	\$10,276,325	\$802,133	\$36,701,163
34	3.7	CR 61 - CR 5 to Hwy 7	1.1	\$391,492	\$10,667,817	\$1,398,187	\$38,099,349
35	3.6	Minnetonka Blvd - CR 101 W to Deephaven limits	0.2	\$70,678	\$10,738,495	\$252,421	\$38,351,770
36	3.4	Sunset Dr and Marion Lane West segments	0.3	\$104,987	\$10,843,481	\$374,952	\$38,726,722
37	3.3	Minnehaha Creek Trail - Headwaters to Jidana Park	0.9	\$321,244	\$11,164,725	\$1,147,299	\$39,874,021
38	3.2	McGinty Rd E - CR 5 to Surry La	0.5	\$184,973	\$11,349,698	\$660,618	\$40,534,639
39	3.1	Wayzata Blvd - Claredon Dr to Wayzata city limits	0.2	\$90,755	\$11,440,453	\$324,124	\$40,858,763
40	2.9	Stone Rd - Saddlebrooke Cir to Sheffield Cir	0.1	\$47,113	\$11,487,566	\$168,262	\$41,027,024
41	2.9	Orchard Rd/Huntingdon Dr - CR 60 to CR 61	0.7	\$241,729	\$11,729,295	\$863,320	\$41,890,344

2017 - 2021 CIP
Adopted July 11, 2016

42	2.9	North Lone Lake Park - along RR to Dominick Rd	0.3	\$120,315	\$11,849,610	\$429,696	\$42,320,039
43	2.9	Knollway Park to Wayzata Blvd/Horn Dr	0.2	\$69,556	\$11,919,166	\$248,414	\$42,568,454
44	2.9	Knollway Park to CR 61	0.3	\$113,894	\$12,033,060	\$406,764	\$42,975,218
45	2.8	NTC - Meeting St to existing trail on W of I-494	0.1	\$41,559	\$12,074,619	\$148,424	\$43,123,642
46	2.8	Clear Spring Rd - connect trail to Hwy 7	0.2	\$79,212	\$12,153,831	\$282,899	\$43,406,541
47	2.8	58th St W - Mahoney Ave into Purgatory Park	0.2	\$91,944	\$12,245,775	\$328,371	\$43,734,912
48	2.7	Victoria Evergreen to McKenzie Park	1.0	\$355,401	\$12,601,175	\$1,269,288	\$45,004,200
49	2.7	Lake St Ext - CR 60 to CR 61	0.9	\$346,650	\$12,947,825	\$1,238,037	\$46,242,236
50	2.6	Stone Rd/Meeting St - RR tracks to Linner Rd	0.6	\$220,907	\$13,168,732	\$788,952	\$47,031,189
51	2.6	Orchard Rd - Wyola Rd to Cr 60	0.1	\$53,870	\$13,222,602	\$192,393	\$47,223,582
52	2.5	CR 3 - Pioneer to Nelson/CR 61 - S	0.9	\$346,552	\$13,569,154	\$1,237,686	\$48,461,268
53	2.4	Lake St Ext - Williston Rd to Spring Lake Rd	0.7	\$257,505	\$13,826,660	\$919,662	\$49,380,931
54	2.3	Covington Park east side connection to CR 101	0.2	\$72,933	\$13,899,592	\$260,473	\$49,641,404
55	2.3	NTC - Maywood La from I-494 crossing to CR 3	0.2	\$61,266	\$13,960,858	\$218,807	\$49,860,211
56	2.2	Covington Rd - Vine Hill Rd to Mahoney Ave	0.9	\$331,028	\$14,291,886	\$1,182,242	\$51,042,453
57	2.1	Hilloway Park to YMCA La	0.5	\$174,453	\$14,466,339	\$623,046	\$51,665,499
58	2.1	East side of I-494 - CR 5 to Wentworth Tr	0.4	\$145,648	\$14,611,986	\$520,170	\$52,185,669
59	2.0	Ford Rd - All	1.2	\$432,664	\$15,044,651	\$1,545,230	\$53,730,898
60	1.9	Woodland Rd to Williston Rd - Through Woodgate	0.7	\$262,540	\$15,307,191	\$937,644	\$54,668,542
61	1.9	Westmill Rd - Spring Hill Park to Clear Spring Rd	0.3	\$94,519	\$15,401,710	\$337,569	\$55,006,111
62	1.9	Oberlin Park along Park Ave to Ridgemount Ave	0.2	\$78,201	\$15,479,911	\$279,289	\$55,285,400
63	1.9	Holiday/Seymour Rd - Woodland Rd to Spring Hill	0.7	\$258,987	\$15,738,898	\$924,952	\$56,210,353
64	1.9	Highwood Dr - Williston Rd to Tonkawood Rd	0.8	\$289,021	\$16,027,918	\$1,032,216	\$57,242,569
65	1.9	Cedar Lake Rd - Big Willow to CR 73	0.6	\$221,310	\$16,249,229	\$790,394	\$58,032,963
66	1.8	Jane La - Baker Rd to County Trail (Dominick Dr)	0.6	\$231,280	\$16,480,509	\$826,000	\$58,858,963
67	1.5	South St - Mayview Rd to CR 60	0.2	\$77,268	\$16,557,777	\$275,958	\$59,134,921
68	1.5	Oak Ridge Rd - CR 5 to Hopkins city limits	0.4	\$155,257	\$16,713,034	\$554,488	\$59,689,409
69	1.5	Kinsel Rd/Mayview Rd - CR 3 to Glen Moor Park	0.4	\$147,432	\$16,860,466	\$526,544	\$60,215,953
70	1.5	Ford Park to Lindbergh Dr	0.4	\$139,418	\$16,999,884	\$497,923	\$60,713,876
71	1.3	Jidana La - CR 5 to Jidana Park	0.2	\$79,825	\$17,079,709	\$285,089	\$60,998,965
72	1.2	Stodola Rd - Purgatory Park to Scenic Heights Dr	0.2	\$83,593	\$17,163,303	\$298,548	\$61,297,513
73	1.0	Highland Rd - Excelsior Blvd to Hwy 7	1.5	\$555,069	\$17,718,371	\$1,982,388	\$63,279,900

Project Category: Parks, Trails and Open Spaces
Project Title: Trail Rehabilitation
Total Estimated Cost: \$275,000
Funding Priority: 1
Account Number: 4764.6560.S17204

Description:
 Rebuilding and resurfacing existing Minnetonka Trail System and neighborhood trail connections. Replace and expand trail signage and maps.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$75,000

<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>2016 – Dominick to Shady Oak Beach/Beachside II 2017 – Pavement Management Updates - crack filling, culvert inspection/replacement and asphalt surface sealing 2018 – Pedestrian Ramps and ADA Upgrades 2019 – Ridgedale Area Sidewalks 2020 – Stone Road – Wellington to Oakland Rd 2021 – Fence rehabilitation along CR 62, Overlay 494 trail from Stone Road to Oakland Rd</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: Trail Connections - Miscellaneous
Total Estimated Cost: \$75,000
Funding Priority: 3
Account Number: 4750.XXXX.S17201

Description:
 Funding is allocated annually as a resource for responding to unanticipated opportunities and challenges that arise throughout the year in the development of the city's trail system.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund	\$25,000		\$25,000		\$25,000

<p>Justification:</p> <p>It is common for unanticipated opportunities to occasionally arise for the development of new trails or "missing links" when commercial or residential redevelopments are proposed. Additionally, residents or neighborhoods sometimes petition the city to add a safe connection to the Minnetonka Trail System or other community amenities. This item will provide the resources for a timely response to each situation and to accommodate unforeseen challenges in the construction of trails scheduled under the adopted improvement plan.</p> <p>Scheduling and Project Status:</p> <p>Individual projects are scheduled in response to unanticipated opportunities and challenges that arise throughout a given year related to improvement of the city's trail system.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>Decisions regarding the use of this funding will be based upon a set of criteria developed by staff during 2011. The criteria includes the level of participation by other parties such as the donation of rights-of-way by private commercial or residential property owners, as well support from other government entities and acceptable design standards for construction.</p> <p>Effect on Annual Operations Costs:</p> <p>Maintenance of additional trails increases operating costs by approximately \$1,500 per mile.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Purgatory Park Improvements
Total Estimated Cost: \$250,000
Funding Priority: 3
Account Number: NA

Description:
 In January of 2013 staff completed the purchase of the Penaz property adjacent to Purgatory Park. This project includes the rehabilitation and incorporation of the barn as a park amenity for the 158 acre Community Preserve.

Recommended and Scheduled for Five Years

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund		\$250,000			

<p>Justification:</p> <p>The park board and city council toured 17301 Excelsior Boulevard, a single family residence with a barn in 2012. The property was then acquired for Open Space and Park purposes in 2013. A structural review of the barn has been completed and renovation scenarios for a variety of recreational uses were discussed during the 2014 joint City Council and Park Board meeting. Those discussions will help formulate a public input process to be conducted in 2017. In addition to the open space value early ideas for the site are passive uses, such as picnics and outdoor programmed recreational space.</p> <p>Scheduling and Project Status:</p> <p>In 2015 funding was set aside to correct structural deficiencies in the barn and secure the location. The parcel will be used primarily as open space until 2018 when funds to renovate the structures are allocated.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>These improvements are in keeping with efforts to provide and maintain quality recreational amenities and to respond to needs not previously identified. This 1.23 acre highly visible property is adjacent to and would function as part of Purgatory Park, a 158 acre Community Preserve. Staff has presented options to the City Council, which include selling surplus property adjacent to the park to further fund these improvements.</p> <p>Effect on Annual Operations Costs:</p> <p>Annual operating costs will be known when a final programming concept is approved. During the interim the parcel will be maintained as part of Purgatory Park.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Big Willow Park Enhancements
Total Estimated Cost: \$2,200,000 Total Cost
Grant-Unfunded
\$1,800,000 Unfunded
Funding Priority: 2
Account Number: NA

Description:
This project proposes to enhance the use of the Big Willow Baseball Field from essentially a four month use for baseball, to a year around use. This would be accomplished by adding artificial turf which would allow for use by youth soccer in the fall and recreational skating on a refrigerated ice sheet during the winter months. Improved spectator seating would be constructed; as well as spaces for concessions, skate rental and a warming house/community room.

Source of Project Funding	2017	2018	2019	2020	2021
Community Investment Fund – Unfunded		\$1,000,000	\$800,000		
Hennepin County Grants – Unfunded		200,000	200,000		

<p>Justification:</p> <p>The existing baseball field at Big Willow Park has served as the premier community baseball field in the area since the 1980's. Maintaining this field at a high level requires that the field be “rested” annually from September – April. Adding artificial turf would allow for extended fall use to meet the needs of youth soccer, a need identified in the 2012 Athletic Field Needs Study Update and better position the city for future programming needs. In addition, the new surface creates the ability to maintain refrigerated ice from late fall to early spring.</p> <p>Scheduling and Project Status:</p> <p>2016: Feasibility study and pre-engineering 2017: Apply for 2018 Hennepin County Youth Sports (HCYS) Grant for turf installation 2018: Replace current playing surface with new drainage system, ice rink sub-floor and artificial turf. Apply for 2019 HCYS grant for refrigeration plant 2019: Construct public areas including bleachers, concessions and warming house/community room space; and purchase ice rink dasher boards, refrigeration equipment and resurfacing equipment.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>The ability to extend the use of the field for fall soccer and potentially April baseball helps to address needs indicated in the 2012 Athletic Field Needs Study.</p> <p>Effect on Annual Operations Costs:</p> <p>Cost savings for maintaining the surface, including mowing, dragging, and striping the baseball field would save an estimated \$6,000 annually. In addition field rentals for extended baseball and soccer use would generate an estimated \$3,000 annually.</p> <p>The annual operating budget would be increased an estimated \$20,000 annually for maintenance and supervision of the ice skating rink, with revenues of \$5,000-7,000 anticipated to offset the maintenance costs.</p> <p>The installation of a refrigerated ice surface would coincide with an overall park system plan developed by the park board for outdoor ice maintenance.</p>
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Project Category: Parks, Trails & Open Space

Project Title: Ridgedale Area Park Improvements

Total Estimated Cost: \$500,000 Unfunded

Funding Priority: 3

Account Number: NA

Description:

In October 2012, the city completed the Ridgedale Village Center study. The study identified two park improvements: improvements to Crane Lake open space, and a new park, public square, and green space on the south side of the mall.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund – Unfunded			\$250,000	\$250,000	

Justification:

The Ridgedale area is a major commercial and economic center in Minnetonka. The city’s comprehensive plan anticipates significant private development to occur in the Ridgedale area. In anticipation of development, the city completed a village center study for the Ridgedale area in 2012.

The elements of the vision plan include transforming the retail center into a mixed use community and enhancing the district’s natural features. Developing a park area on the south side of the mall would be a community gathering space which would be surrounded by an expansion to the mall and high density housing on the south side of Ridgedale Drive. Additional improvements are identified on the properties on the east side of Ridgedale Drive to enhance the natural area and open space surrounding Crane Lake.

Scheduling and Project Status:

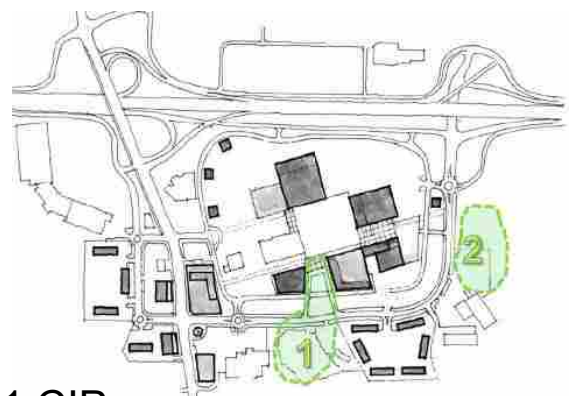
Currently, the land on the south side of the mall is privately owned and the city owns the existing open space property on the southeast corner of Ridgedale Drive and Wayzata Blvd. An off-leash dog area, previously approved adjacent to Crane Lake, would be reconsidered as part of an overall review of park amenities in the area. Park improvements are anticipated to be constructed in conjunction with the improvements to Ridgedale Drive and the mall property, including pedestrian and bike amenities as appropriate.

Relationship to General Plan and Other Projects:

The project is consistent with the city’s 2030 Comprehensive Plan and the Ridgedale Village Center study and will be coordinated with the 2019 improvements to Ridgedale Drive and upon successful negotiations with private property owners.

Effect on Annual Operations Costs:

Annual operating costs will be known when a final programming concept is approved.



Project Category: Parks, Trails & Open Space

Project Title: Opus Area Park Investments

Total Estimated Cost: \$1,000,000 Unfunded

Funding Priority: 3

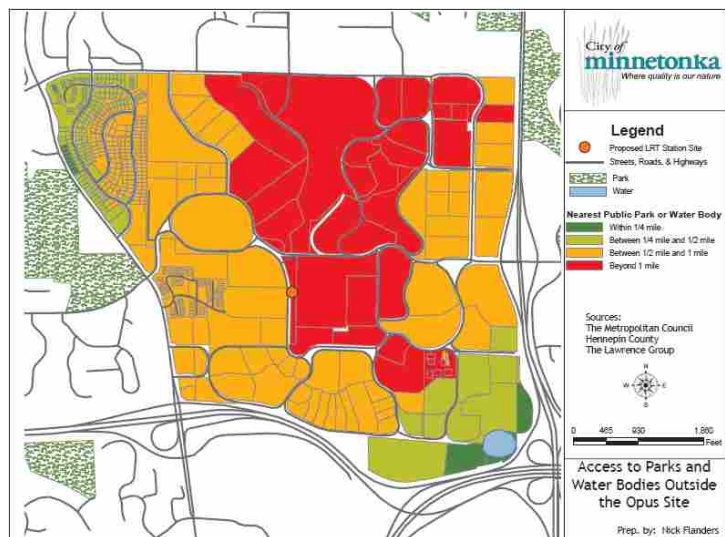
Account Number: NA

Description:

The Opus business center is the largest employment center in Minnetonka. With the addition of proposed light rail the area will see increased opportunities for a mixture of further business and housing, necessitating the need for additional park and greenspaces.

Source of Project Funding					
Park and Trail Improvement Fund – Unfunded			\$500,000	\$500,000	

<p>Justification:</p> <p>The Opus area is expected to undergo a transformation in upcoming and future years and the potential for light rail transit will compound that impact. This project begins the framework for investments to provide recreational and park uses for new business and residential uses anticipated in the area.</p> <p>Scheduling and Project Status:</p> <p>Currently, staff is studying available land use concepts that would provide for a green corridor and logical park use in the Opus area.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>The project is consistent with the development of a park allowing for better access to a Neighborhood Park Service Area that is currently deficient of park and recreational uses. The creation of a gathering place for park use will also compliment the vast trail network currently in place.</p> <p>Effect on Annual Operations Costs:</p> <p>Annual operating costs will be known when a final programming concept is approved.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Robinwood Park Development
Total Estimated Cost: \$105,000
Funding Priority: 3
Account Number: NA

Description:
 Construction of a mini-park on Royzelle Lane in the Robinwood Neighborhood.

Recommended and Scheduled for Five Years

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund				\$105,000	

<p>Justification:</p> <p>In 2015 the Park Board received a petition to construct a park on a city owned vacant lot at the end of a cul-de-sac on Royzelle Lane. The Park Board held two neighborhood meetings and requested staff prepare a feasibility study. On March 2, 2016 the board voted to recommend the plan be approved by the city council and be included in the 2017-2021 CIP as funding allows.</p> <p>Scheduling and Project Status:</p> <p>The park board recommended the mini-park improvements as funding allows. The park would include two play structures, swings, seating areas, site amenities and landscaping improvements. The council has not yet reviewed the project for consideration.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>This neighborhood is currently deficient of park access. The development of a park allows for better access in Neighborhood Park Service Area #13.</p> <p>Effect on Annual Operations Costs:</p> <p>Capital funding is only for infrastructure investment and operating costs would increase to maintain the parcel from an out-lot to a mini-park when it is developed.</p>
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Project Category: Parks, Trails & Open Space
Project Title: Bennett Family Park Improvements
Total Estimated Cost: \$206,000 Unfunded
Funding Priority: 3
Account Number: NA

Description:
 Improvements for Bennett Family Park are part of a five-year plan to provide capital funding to the Park starting in 2018.

Source of Project Funding	2017	2018	2019	2020	2021
Park and Trail Improvement Fund – Unfunded		\$55,000	\$58,000	\$38,000	\$55,000

<p>Justification:</p> <p>Privately owned and operated Bennett Family Park provides softball, baseball and Miracle Field programs to residents of Minnetonka throughout the spring, summer and fall. This service is similar to other local organizations which provide programs on city owned property, such as Big Willow Baseball, Glen Lake Mighty Mites and GAL softball.</p> <p>Scheduling and Project Status:</p> <p>Bennett Family Park approached the city and requested financial assistance for various improvements. The park board recommended the project for council consideration as part of the 2017-2021 CIP review. Upon council review and approval, a cooperative agreement would be developed including a five-year plan, with one-year terms to be approved annually by the City Council, beginning in 2018 and ending in 2022.</p>	<p>Relationship to General Plan and Other Projects:</p> <p>A similar agreement with Bennett Family Park was developed for capital improvements from 1995-2000. Bennett Family Park has also requested \$55,000 in 2022 for a five year total of \$261,000.</p> <p>Effect on Annual Operations Costs:</p> <p>Capital funding is only for infrastructure investment and should not affect (although possibly lowering) the operating costs which are funded by Bennett Family Park.</p>
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**Minnetonka Park Board Item 4C
Meeting of March 1, 2017**

Subject:	Review of the City's Park Regulations
Park Board related goal:	To provide quality athletic and recreational facilities and programs.
Park Board related objective:	Annually review policies related to the operation and management of parks to determine if changes are required.
Brief Description:	Overview of proposed revisions to the current park regulations.

Background

Additions to the current park regulations were last made in June of 2011. A complete park board review of the park regulations has not occurred in over 20 years. During the past two years, staff in the city's Police, Public Works, and Recreation Services departments have taken note of various complaints, park requests, vandalism, and challenges to enforcement. Based on the information noted, staff is recommending several changes to bring the regulations up to date, and more in line with the way park users are utilizing the city's parks and trails.

Summary

The proposed revisions are generally housekeeping items that make the language of the ordinance clearer, and in some cases make the rules regarding pets less strict. As the ordinance is currently written a person may not walk their dog from their vehicle across a parking lot to a trail or unmaintained area. Additionally dogs are not allowed on any mowed grass in a park. For example, at Spring Hill Park the only place a pet would be allowed is on a trail. With the proposed revision, a dog would be allowed on the grass anywhere in the park and on the trails if leashed.

Below is a brief description of changes in each section:

- Section 1135.010 Definitions

Revisions include adding a definition for domestic animals, clarifying the definitions of park facilities and picnic shelter areas, removes definitions already included in other sections of the city code, and references council policy for Big Willow Park hours.

- Section 1135.015 General Rules

This section is reorganized and consolidates relevant subjects into the following categories: Animals, Damage to Park Property, Vehicles, Specific Activities, Noise, and Permits Required. The language changes still allow dogs to be off leash in unmaintained areas, but is now written to clarify the meaning of voice command and has provisions to have dog owners maintain control of their dogs and disturb other park users. A provision has been added that allows specific restoration areas to be signed to not allow dogs if damage due to overuse is occurring.

- Section 1135.025 Special Rules

Revisions add language with regards to lifeguards as they are utilized in different ways between Shady Oak Beach and Libbs Lake Beach, and incorporates the current practice of renting kayaks, canoes, and paddleboards at Shady Oak Beach.

- Section 1135.030 Permits

Minor revisions pertaining to permits.

An ordinance amending the affected sections of the city code with respect to park regulations will be introduced to the city council on March 6. Public comment will be received at the April 5 park board meeting, after which the Park Board will provide final recommendations to the revisions. The ordinance will then be on the April 24 city council agenda for adoption.

Recommended Park Board Action: Review the information and provide feedback to staff prior to introduction to council.

Attachments:

1. Draft of staff recommended park regulation revisions

Ordinance No. 2017-

An Ordinance amending sections 1135.010, 1135.015, 1135.020, 1135.025, 1135.030 and 1135.035 of the Minnetonka City Code, relating to park regulations

The City of Minnetonka Ordains:

Section 1. Section 1135.010, subdivision 3 of the Minnetonka City Code, relating to definitions, is amended to read as follows:

1135.010. Definitions.

For the purpose of this section, the following terms have the meanings given below.

1. "Director" means the department director to whom the specific duties have been assigned by the city manager.

2. "Domestic animal" means any animal that would be allowed by this code to reside in a residential dwelling of the city.

3. "Park facility" means any area owned or operated by the city of Minnetonka as a public park, beach, recreational trail, athletic field, skating rink, or other outdoor recreational facility.

4. "Picnic shelter area" means that portion of a park facility containing a picnic shelter and picnic tables and all area within 50 feet of the shelter and tables.

5. "Public swimming beach" means any public land adjoining public waters, which has been or may be used in connection with swimming in the adjacent water.

6. "Watercraft" means any device designed or used to transport a person on water, whether motorized or not. It does not include a device which is designed to have a portion of the person in the water at all times during use.

Deleted: 2

Deleted: , excluding indoor ice arenas

Deleted: 3

Deleted: 4

Deleted: 5. "Sexual conduct" means human masturbation, sexual intercourse, or any touching of the genitals, pubic areas or buttocks of the human male or female, or the breasts of the female, whether alone or between members of the same or opposite sex or between humans and animals in an act of apparent sexual stimulation or gratification.¶

The ~~stricken~~ language is deleted; the underlined language is inserted.

Section 2. Section 1135.015, subdivision 1 of the Minnetonka City Code, relating to park hours of operation, is amended to read as follows:

- 1. Public parks will be open for public use only between 5:00 a.m. and 10:00 p.m. of each day, except that ~~Big Willow Park athletic fields may remain open to the extent provided in city council policy 11.10.~~

Deleted: lighted athletic fields and adjacent areas may remain open 20 minutes after the final inning or quarter of a scheduled game

Section 3. Section 1135.020 of the Minnetonka City Code is amended to read as follows:

1135.020. General Rules.

The following rules apply in and on all park facilities.

Animals

~~1. Except as allowed in this subdivision, a person may not transport any animal to or be accompanied by any animal at any park.~~

Commented [CH1]: Revised ordinance by adding headings, to help in reading ordinance. If preferred, I can the organization so that each heading has a subdivision number and things are renumbered to fall under those subdivisions.

~~a. Domestic animals are allowed in the following areas only, subject to the restrictions in this subdivision:~~

- ~~(1) improved trails;~~
- ~~(2) maintained turf areas other than athletic fields;~~
- ~~(3) unimproved and unmaintained areas; and~~
- ~~(4) parking lots as necessary to transport the animal to and from the park areas specified above.~~

Deleted: 1. Horses are permitted only in areas designated for their use. Horses must be maintained under control at all times and cannot be ridden in a manner which endangers the safety or property of any person.¶

~~b. At all times while present in the park, a domestic animal must be accompanied by a competent person in the immediate vicinity of the animal, who is responsible for the animal.~~

Deleted: 2

~~c. When on improved trails, maintained turf areas other than athletic fields, or parking lots, domestic animals must be either kept in a secure container from which the animal cannot escape or must be kept on a leash no longer than six feet in length. Tethering animals is not permitted.~~

Commented [CH2]: Removed all the extra negatives. Moved the reference to signing .to para. d below.

~~d. Unless otherwise signed, dogs may be off-leash within areas of a park that are unimproved and unmaintained, provided the following conditions are met:~~

- ~~(1) the person responsible for the dog must maintain sight of the dog at all times;~~
- ~~(2) the maximum number of dogs that any person may accompany off-leash at any time is two;~~

Commented [CH3]: Removed "non-retractable".

The ~~stricken~~ language is deleted; the underlined language is inserted.

(3) the person must be able to demonstrate that the dog will respond to the person's voice command on the first command given.

e. No person may allow a domestic animal under his or her responsibility to disturb, harass, or interfere with any park visitor, a park visitor's property or a park employee.

f. A person may not have custody or control of any domestic animal in a park without possessing an appropriate device for cleaning up the animal's feces and disposing of the feces in a sanitary manner.

g. Paragraphs a. and b. above do not apply to service animals as defined by the federal Americans with Disabilities Act, or to law enforcement animals.

Commented [CH4]: Revised to add reference to "unless otherwise signed" and to spell out requirements rather than just say "under voice command." Picked up the 3 conditions from Boulder CO off-leash conditions.

2. Wild animals including birds may not be fed, except pursuant to a city sponsored program.

3. Wild animals may not be killed, trapped, pursued, caught, or removed, except when necessary to protect the immediate safety of a person or domestic animal. This prohibition does not apply to a law enforcement officer, or other person authorized by the director, who is performing official duties.

Deleted: With the exception of seeing-eye and police dogs, dogs and cats are not permitted within a beach area, nature center area, refuge area, picnic area, and park building, and on any developed, improved or maintained area of turf, asphalt, and hard surface, and in any other unauthorized area. In areas that are not improved and not maintained, a dog or cat must be kept under human control either by a leash or voice command. On all trails, a dog or cat must be maintained on a leash no longer than six feet in length.

Damage to Park Property

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4. A person must not plant, cut, burn, damage, disturb, or remove any vegetation, except as permitted by the city.

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5. A person must not start or maintain a fire, except in grills, fire slabs, or fire rings provided as part of the park facility. A person responsible for a fire must safely and completely extinguish the fire before leaving. The smoking of cigarettes, cigars and pipes is regulated elsewhere in this section.

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6. A person must not deposit or discard upon land or water any bottles, glass, cans, paper, ashes, garbage, trash, rubbish, litter, snow or other substance that would mar the appearance, create a stench or a nuisance, adversely affect the cleanliness or safety of the land, or be likely to injure any person, property, or animal. A person must not discard large items and items unrelated to use of the park facilities into dumpsters or other garbage containers located at the park facilities.

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7. A person must not distribute leaflets or other written or printed materials without first notifying the director of the proposed activity and depositing an

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amount determined by the director to be sufficient to reimburse the city for any cleanup costs resulting from the activity.

Vehicles

~~8.~~ Only motorized vehicles that are currently licensed to travel on public streets may be in or on a park facility, and those are allowed only on parking lots and roadways that provide access to the park facilities. The following vehicles are excepted from the provisions of this subdivision:

- ~~a.~~ authorized maintenance and public safety vehicles;
- ~~b.~~ electric-assisted bicycles as defined by state law; and
- ~~c.~~ wheelchairs and "other power driven mobility devices" as defined by the Americans with Disabilities Act and associated regulations, to the extent necessary to accommodate reasonable and safe use of trails by persons with disabilities dependent on motorized transport.

~~9.~~ A person must not operate a snowmobile, all-terrain vehicle, or trail bike anywhere within a park.

10. A person must park motorized vehicles only within designated parking stalls in parking lots. If parking is allowed by permit only, the city permit must be conspicuously displayed on the vehicle at all times while it is parked.

11. A person must not operate a motorized vehicle at a speed in excess of 15 miles per hour or other posted speed limit.

12. Non-motorized bicycles are allowed only on parking lots, roadways, and trails established and maintained by the city and in areas designated and signed for bicycle use. A person must not ride a bicycle in other areas of a park.

Specific Activities

~~13.~~ A person must not use recreational equipment, including but not limited to, flying discs, snowboards or skateboards, on parking lots and driveways. Skateboards may be used only on improved trails, but not stairs or railings, and in designated skateboard areas.

~~14.~~ A person must not use a golf club to hit, drive, or otherwise propel a golf ball or other object in or onto park property.

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Deleted: Exceptions to this prohibition are

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Deleted: electric-powered wheelchairs and small electric carts operated by physically handicapped people wherever this can be done safely

Commented [CH5]: Same language – just added returns to make each one more visible rather than part of larger paragraph.

Commented [CH6]: This was part of the preceding subdivision, but I made it a stand-alone subdivision.

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Deleted: such as

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Commented [CH7]: Reworded. Put in generic term rather than trademarked "Frisbee." This seemed the easiest place to add the provision on where skateboards can be used. Specified no use on stairs or railings.

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15. A person must not camp in or erect a tent or other structure, except as part of a city-sponsored program or as authorized by a permit issued by the director.

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16. A person may use a sled, toboggan, snowboard or other means of sliding on snow and ice only in areas designated by signs.

Commented [CH8]: Added snowboard

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17. A person must not sell or offer for sale any item or service, except as authorized by the director.

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18. Use of tobacco-related products, as defined at section 625.005 of this code, is prohibited within 50 feet of park areas designated as Tobacco Free, including playgrounds, youth athletic fields, skating rinks, tennis courts, basketball courts, multipurpose courts and informal ball fields.

Deleted: A person must not engage in sexual conduct or commit the offense of public indecency as provided in city code section 1045.015.

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19. A person must not have any glass container in a park facility.

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Noise

20. A person must not use or operate a radio, musical instrument, or other device used for reproduction of sound, in a manner to disturb the peace or comfort of others in its vicinity. Prima facie evidence of a violation of this provision exists when the device is operated so that it is plainly audible 50 feet away in any direction.

20. A person must not use loudspeakers or other amplifying systems without obtaining and being in compliance with a permit from the city, as provided below in section 1135.030.

Permit Required

21. A person must not possess, consume, or serve any alcoholic beverage without obtaining and being in compliance with a permit from the city, as provided below in section 1135.030.

22. A group of 25 people or more must not gather for any reason without obtaining and being in compliance with a permit from the city, as provided below in section 1135.030.

Deleted: 23. Non-motorized bicycles are permitted only on parking lots, roadways, and trails established and maintained by the city and in areas designated and signed for bicycle use. A person must not ride a bicycle in other areas of a park.¶

Section 4. Section 1135.025 of the Minnetonka City Code is amended to read as follows:

1135.025. Special Rules.

In addition to the general rules, the following special rules are applicable to the areas designated.

1. In or on Shady Oak Lake Park and Libbs Lake Park, a person must not engage in the following conduct:
 - a. be in water within 50 feet of the shoreline that is not specifically designated for swimming;
 - b. be in the designated swimming area adjacent to a public swimming beach when the beach is closed to public use or when a lifeguard is not on duty or outside of posted "no lifeguard on duty" hours;
 - c. be in the designated swimming area adjacent to the Shady Oak Lake Park public swimming beach when no lifeguard is on duty or after written or verbal notice that the lifeguard is going off duty;
 - d. use floatation devices beyond the areas designated for their use;
 - e. fish in water designated as a swimming area or no fishing area;
 - f. take cans, or glass objects of any kind, onto a public swimming beach;
 - g. possess, use, or launch a watercraft on any land within the parks, except as part of a city-sponsored program or by authorized city personnel in the performance of life-saving or law enforcement duties; and
 - h. occupy a watercraft in the designated swimming area adjacent to a public swimming beach or in water up to 50 feet away from that area, except authorized city personnel in the performance of life-saving or law enforcement duties.
2. On any recreational trail, each person must:

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- a. provide sufficient room for other trail users traveling in the opposite direction;
- b. use caution when passing another user traveling in the same direction;
- c. stay on the improved portion of the trail;
- d. when riding a bicycle, yield the right of way to pedestrians and comply with state laws governing the use of bicycles on public roads;
- e. obey all official signs and traffic control markings and signals;
- f. yield to motor vehicle traffic at intersections with roadways;
- g. comply with the following prohibitions:

- (1) no lurking and loitering in violation of section 508 of the city code;
- (2) no motorized vehicles except those allowed in section 1135.020(8).

3. Use of Minnetonka Mills park and the Burwell site must comply with city council policy 11.6.

Section 5. Section 1135.030 of the Minnetonka City Code is amended to read as follows:

1135.030. Permits.

1. Applications for permits for alcoholic beverages, large group events, and sound amplification must be submitted to the city in accordance with procedures and fees prescribed by the director. The director may deny a permit application when the proposed activity may adversely affect the public health, safety, or welfare, or the condition of the park facility. The director may add conditions to any permit to mitigate potential adverse effects or to ensure the quiet and orderly use and enjoyment of the park facility. Any person aggrieved by action of the director may appeal to the city council by submitting a request in writing to the director within 10 days after notice of the action.

2. Permits for alcoholic beverages are subject to the following requirements.

- a. Permits will be only for beer and wine in non-glass containers.

Deleted: no horses in areas which are not designated for their use;¶
 ¶
 (3) no dogs unless each is on a leash no longer than six feet in length and unless the person in control of the dog cleans up the dog's feces; and¶
 ¶
 (4)

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- b. Permits will be issued only for use at a picnic shelter for which a reservation has been made,
- c. Permitted alcoholic beverages may be possessed and consumed only in picnic shelter areas. Alcoholic beverages are not permitted on any athletic field, tennis court, skating rink, or adjacent areas and not in any parking lot.
- d. The person responsible for the gathering must remain within the area for which the permit was issued, at all times that alcoholic beverages are being served, must have the permit in possession, and must display it upon the request of authorized city personnel.
- e. Alcoholic beverages are not permitted before 10:00 a.m. or after 9:00 p.m.

Deleted: to groups
Deleted: of 25 people or more and for parks that have facilities available for large group picnics

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Section 6. Section 1135.035, subdivision 1 of the Minnetonka City Code, relating to park administration, is amended to read as follows:

- 1. The director may regulate the use of recreational facilities such as picnic shelter areas and ballfields within a park facility. This includes the authority to require advance reservations.

Section 7. This ordinance is effective 30 days after publication.

Adopted by the city council of the City of Minnetonka, Minnesota, on

/

 Terry Schneider, Mayor

Attest:

 David E. Maeda, City Clerk

 The ~~stricken~~ language is deleted; the underlined language is inserted.

Action on this Ordinance:

Date of introduction:

Date of adoption:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on

David E. Maeda, City Clerk

The ~~stricken~~ language is deleted; the underlined language is inserted.

**Minnetonka Park Board Item 5
Meeting of March 1, 2017**

Subject:	Park Board Member Reports
Park Board related goal:	N/A
Park Board related objective:	N/A
Brief Description:	Park Board members will report on any park, recreation or natural resources items that have come to their attention since the last board meeting.

**Minnetonka Park Board Item 6
Meeting of March 1, 2017**

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.

Recreation Services 2017 Summer Brochure

The Recreation Services summer brochure was posted online by February 14, and delivered February 22nd to Hopkins and Minnetonka residents, local libraries, and community education offices. Registration for Hopkins & Minnetonka residents begins at 8 a.m. on Tuesday, March 7. Registration for the second session of swim lessons begins on June 27.

This edition is the largest publication ever and the only one that is mailed to residents. It includes 72 pages of programming and a variety of community events and family activities including, the Minnetonka Summer Festival, Shady Oak Beach, Music in the Park, Theater in the Park, the Hopkin Raspberry Festival and the Minnetonka Farmers' Market. The summer brochure features registration for Williston Fitness Center health and fitness and tennis programs, triathlon events, playground programs, day camps, golf, ice skating lessons, youth and new teen programs, aquatics program, Minnetonka senior services, adult activities and leagues, facility reservations, Inclusion Services, and the beginning of registration for youth fall soccer.

2016 Park Board Annual Report

A draft of the 2016 Park Board Annual Report is attached. Please review the document and inform staff of any suggested changes.

Shady Oak Beach Sign

The 2017 CIP includes funding for the addition of a dynamic monument sign at the entrance to Shady Oak Beach. This sign is intended to welcome guests to the park and provide important information related to the beach such as hours, weather related closings, beach sales, etc. Staff met with three members of the Minnetonka and Hopkins Park Boards to review the concept for the proposed sign (attached). This sub-committee directed staff to move forward with the concept presented. The next step in the process includes taking the concept to the city's Planning Commission for approval of the needed variances.

2016 Athletic Field Use Summary

The city of Minnetonka provides athletic fields for a variety of community and city sponsored programs. Field fees were established in 2010 by the park board to streamline field reservations, process fees, and generate funds for operational maintenance and future capital projects. Fees collected each year are coded to general operations (67%) and to a capital fund for future upgrades to fields (33%).

In 2016, field hours reserved totaled 5,030 compared to 4,528 in 2015, an increase of 11.1%. Revenues totaled \$29,252 compared to \$29,504 in 2015. Revenues did not increase in correspondence with the increase in use due to a significant number of the additional hours being allocated for city use. Sales tax accounted for \$588 of total revenue leaving net revenue at \$28,664. The amount allocated to the capital fund for future field upgrades is \$9,459.

Park Board Project Pages

At the November, 2016 Joint meeting of the Park Board and City Council, a request was made by the Council to develop project pages to better inform residents and Council of park board projects and initiatives.

Park board staff have worked closely with the city's IT staff to develop a project page template. The first page developed features plans for the addition of pickleball courts at Lone Lake Park and can be found at:

<http://eminnetonka.com/current-projects/other-projects/1745-lone-lake-pickleball-courts-project>

Ann Davy, Programming Division Manager, will provide an overview of the Pickleball Project Page at the upcoming March 1 meeting.

Attachments:

1. 2016 Field Use Summary
2. Annual Report
3. Shady Oak Beach Sign

2016 Athletic Field Use City of Minnetonka

Dedicated Field Complex	Non-city Programs			City-sponsored Programs			Revenue		
	2014 Actual Use Hours	2015 Actual Use Hours	2016 Actual Use Hours	2014 Actual Use Hours	2015 Actual Use Hours	2016 Actual Use Hours	2014 Actual	2015 Actual	2016 Actual
Big Willow Baseball	573	562	527	0	0	0	\$11,494	\$12,901	\$11,952
Big Willow Soccer	130	132	129	197	189	198	\$1,856	\$2,245	\$2,186
Guilliams Softball	169	189	247	0	0	0	\$1,078	\$1,302	\$1,568
Lone Lake Soccer	164	220	237	320	279	309	\$3,118	\$4,892	\$4,721
Civic Center	771	718	848	904	915	834	\$3,745	\$3,590	\$4,240
Big Willow Softball	87	0	0	1082	1155	1312	\$1,892	\$0	\$0
TOTAL	1894	1821	1988	2503	2538	2653	\$23,183	\$24,930	\$24,667

Non-Dedicated Field Complex	Non-city Programs			City-sponsored Programs			Revenue		
	2014 Actual Use Hours	2015 Actual Use Hours	2016 Actual Use Hours	2014 Actual Use Hours	2015 Actual Use Hours	2016 Actual Use Hours	2014 Actual	2015 Actual	2016 Actual
Gro Tonka Field	182	167	177	0	0	0	\$748	\$842	\$885
Oberlin Field	2	2	0	58	0	212	\$17	\$32	\$0
TOTAL	184	169	177	58	0	212	\$765	\$874	\$885

Designated Field Complex	Non-city Programs Est. Use Hours	Revenue		
		2014 Actual	2015 Actual	2016 Actual
Big Willow - Youth BB	1560	\$1,500	\$1,500	\$1,500
Glen Lake Youth BB	1200	\$700	\$700	\$700
Guilliams Youth BB	700	\$1,100	\$1,100	\$1,100
Glen Lake Youth SB	325	\$400	\$400	\$400
TOTAL	3785	\$3,700	\$3,700	\$3,700

TOTAL REVENUE ALL FIELDS	\$27,648	\$29,504	\$29,252
		Sales Tax	(\$588)
		Net Revenue	\$28,664

Capital/Operations Revenue Allocation

Revenue Allocated to Operations (67%)	\$19,205
Revenue Allocated to Capital (33%)	\$9,459

2016 Annual Report Park and Recreation Board

Mission

The park and recreation 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

The only membership change that occurred in 2016 was the resignation of Marvin Puspoki in December after seven years of service to the city. Changes to Marvin's professional career path made it difficult to meet the park board's attendance requirements.

Elise Raarup was reappointed as Park Board Chair and Nelson Evenrud was appointed as the Park Board Vice-Chair. The park board met for regular meetings a total of eight times in 2016. In addition, they conducted a tour of the park system in June and hosted a joint meeting with the city council in November.

2016 Attendance Schedule

Member	JAN	FEB	MAR	APR	AUG	SEP	NOV	DEC	Meetings Attended
Acomb	Y	Y	Y	Y	Y	Y	Y	Y	100%
Evenrud	Y	Y	Y	Y	Y	Y	Y	Y	100%
Gabler	Y	Y	Y	Y	Y	Y	Y	Y	100%
Kist	Y	Y	Y	Y	Y	Y	Y	Y	100%
Kvam	Y	E	Y	Y	Y	Y	Y	Y	87.5%
Puspoki	Y	Y	Y	Y	E	Y	Y	Y	87.5%
Raarup	Y	Y	Y	Y	Y	Y	Y	Y	100%
Seveland	Y	Y	Y	E	Y	Y	Y	Y	87.5%

Y = Present; E = Excused; U = Unexcused; T = Term Expired; R = Resigned

Highlights of the Past Year

- Conducted a neighborhood meeting in January to review a resident request for a park in the Robinwood neighborhood. Council approved the park plan for construction in 2018 as part of the CIP adoption.
- Received natural resource information pertaining to education and outreach efforts, toured the experimental goat grazing project and approved the Scenic Heights Elementary School Forest and Purgatory Park Restoration Partnership.
- Held a community meeting on the sport of pickleball and included related information in the Minnetonka Memo to obtain resident input. In August, developed a recommendation to add new courts at Lone Lake Park in 2018.
- Conducted a neighborhood meeting related to the proposed lighting of the Civic Center Park athletic field.
- Conducted a recognition event for volunteers assisting in the areas of parks, programming and natural resources

- Received a request from residents interested in mountain biking and the addition of new trails in the city's park system.

The park and recreation board has established the following goals and objectives for 2017:

GOAL - To protect natural resources and open space

Objective #1: Provide feedback to staff in managing the open space process

Objective #2: Continue to review and comment on the implementation of the natural resources stewardship plan

Objective #3: Review options to enhance natural resources & open space

Objective #4: Promote the city's efforts of protecting and enhancing the community's natural resources by creating awareness and supporting educational strategies

GOAL - To renew and maintain parks and trails

Objective #1: Involve park board member participation in park & trail projects

Objective #2: As needed, conduct an annual review of park dedication fees

Objective #3: Identify areas of the city that are deficient of adequate park or trail amenities

Objective #4: Conduct a comprehensive review of the trail system to identify missing links and required future improvements

Objective #5: Renew, expand and maintain a trail system to encourage outdoor recreation, and improve the connectivity and walkability of community.

Objective #6: Consider all options (off-road and on-road) to improve the connectivity and walkability of community

GOAL - To provide quality athletic and recreational facilities and programs

Objective #1: Perform an annual review of the Gray's Bay Marina operations plan

Objective #2: Anticipate, review and respond to community needs not previously identified

Objective #3: Annually review policies related to the operation and management of parks to determine if changes are required

Objective #4: Ensure that park amenities, recreational facilities and programs address future community needs and changing demographics

Objective #5: Conduct a review of the athletic field fee schedule developed for 2017 and make recommended adjustments for 2018

Objective #6: Review drafts of the updated POST Plan

Objective #7: Offer a full range of programs for people of all ages and ability levels.

Objective #8: Responsibly maintain our parks, trails and recreational facilities, while fairly balancing user fees with general community support.

GOAL - Enhance long-term Park Board development

Objective #1: Define CIP projects for 2018-2022 related to parks, trails & open space

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

Objective #3: Develop a process to 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

1 | Shady Oak Beach

1602825



Furnish and Install (1) 4'-0" x 7'-0" S/F LED Illuminated Monument Sign

- A. Aluminum Cap - Finish Color TBV
- B. Aluminum Cabinet and Retainer - Finished 41 313SP Dark Bronze
- C. PC Flat Face with First Surface Translucent Dark Bronze Vinyl Graphics
- D. 2'-7" x 5'-6" 15.85mm Amber Electronic Message Display
3 Lines of 7" Copy with 13 Characters Per Line
- E. Aluminum Reveal - Finish Color TBV
- F. Aluminum Block Base Cap - Finished 41 313SP Dark Bronze
- G. Brick Base to Match Retaining Wall

- Due to variances among color monitors, the colors shown may vary from actual finish color -



9278 Isanti St. NE
Blaine, MN 55449
763.432.7447 OFFICE
763.208.9159 FAX
www.spectrum-signs.com

CLIENT INFORMATION

City of Minnetonka
Attn: Sara Woeste
14600 Minnetonka Boulevard
Minnetonka MN 55345

PHONE

952-939-8316

JOBSITE

5200 Shady Oak Rd.
Minnetonka, MN 55343

DATE/REVISIONS

12-21-16

DESIGNER

Patrick Woller

SALESPERSON

Rick Ferraro

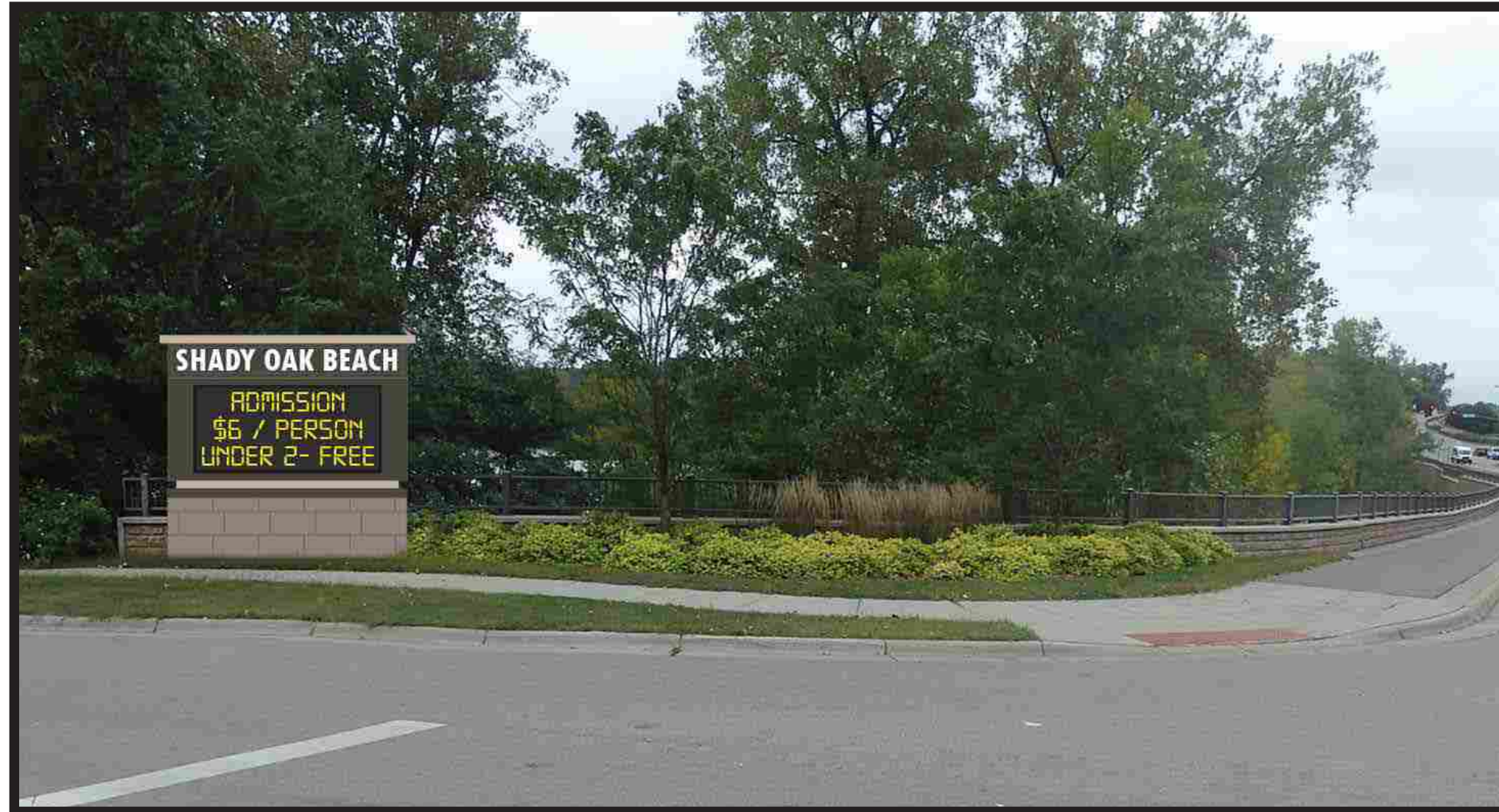
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Customer Approval

Date

2 | Shady Oak Beach

1602825



Proposed Location - Not to Scale



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Blaine, MN 55449
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DATE/REVISIONS

12-21-16

DESIGNER

Patrick Woller

SALESPERSON

Rick Ferraro

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Customer Approval

Date

**Minnetonka Park Board Item 7
Meeting of March 1, 2017**

Upcoming 6-Month Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	4/5/17	Regular	<ul style="list-style-type: none"> Review of meeting regulations/requirements from the City Attorney (6:00 p.m.) Public hearing on proposed park regulation changes (7:00 p.m.) Consideration of 2018 – 2022 CIP park projects 	6:00 p.m. start time
Wed	5/10/17	Tour	<ul style="list-style-type: none"> Annual tour of parks and related projects 	
Wed	6/7/17	Regular	<ul style="list-style-type: none"> Community meeting – Mountain biking 	
Wed	7/5/17		<ul style="list-style-type: none"> No meeting 	Canceled due to July 4 th holiday
Wed	8/2/17	Regular	<ul style="list-style-type: none"> 	
Wed	9/6/17	Regular	<ul style="list-style-type: none"> 	

Other meetings and activities to note:

Day	Date	Description	Special Notes

Items to be scheduled:

- Meeting with Minnetonka Historical Society regarding Burwell House & Mills Park
- POST Plan update