

Agenda Minnetonka Parks & Recreation Board

Wednesday, March 6, 2019

7 p.m.

Minnetonka Community Center – Council Chambers

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. **Call to Order**

2. **Roll Call**

___ James Durbin

___ Chair Nelson Evenrud

___ Chris Gabler

___ Elena Imaretska

___ Ben Jacobs

___ Cynthia Kist

___ Chris Walick

3. **Approval of Minutes**

A) February 6, 2019

4. **Citizens wishing to discuss items not on the agenda**

5. **Business Items**

A) Adoption of the 2019 Strategic Plan

B) Community Facility and Programming Space Study

6. **Park Board Member Reports**

7. **Information Items**

8. **Upcoming Park Board Agenda Items**

9. **Adjournment**

Minutes of the Minnetonka Park Board Meeting of February 6, 2019

1. Roll Call

Park Board members in attendance included James Durbin, Nelson Evenrud, Chris Gabler, Elena Imaretska, Ben Jacobs, Cindy Kist and Christopher Walick. Staff members in attendance included Carol Hejl, Kathy Kline, Kelly O'Dea, Mike Pavelka, Perry Vetter and Sara Woeste.

Chair Evenrud called the meeting to order at 7 p.m. A brief introduction of the new park board members was made. Assistant City Manager, Perry Vetter announced that Mayor Wiersum appointed them at the last city council meeting on January 28, 2019.

2. Approval of Minutes

Recreation Director, Kelly O'Dea had one update, natural resources wanted to make one amendment on the meeting minutes from November 14, 2018. On page 5, in the sixth paragraph we are going to strike Conservation Minnesota. The Minnesota Land Trust is the authority who is responsible for the conservation easement.

Gabler moved, Walick seconded a motion to approve the meeting Minutes and amendment of November 14, 2018 as submitted. Durbin, Evenrud, Gabler, Kist and Walick voted "yes." Imaretska and Jacobs abstained. Motion carried.

Gabler moved, Walick seconded a motion to approve the meeting Minutes of December 5, 2018 as submitted. Durbin, Evenrud, Gabler, Kist and Walick voted "yes." Imaretska and Jacobs abstained. Motion carried.

3. Citizens Wishing to Discuss Items Not on the Agenda

None.

4. Business Items

A. Consideration of the 2019 Park Board Strategic Plan

O'Dea explained that in 2001, a consultant was hired to look at the process and staff is at the point where we annually review the strategic plan. Staff is looking for input on the 2019 draft strategic plan.

Imaretska thinks it is a great plan. Her comments around the vision and mission come from her job. Imaretska works with big corporations and businesses on the people side of things. She constantly is asking them to think about the people, who are we serving, why we are doing this, and how it is impacting people. When she reads the vision she does not see the people in it. A city with outstanding parks, recreational opportunities within a valued natural environment. Who is using that? There is nothing about the people, so perhaps we can think about saying something like, "A city with outstanding parks and recreational opportunities for everyone who lives, works and plays here within the valued natural environment." Or perhaps we say something around a vibrant community, which

takes advantage of these things. Or perhaps, it's a strong community or a connected community but just something to give it a little more color. As a reminder to us, language is important, vision statements are important. We are all doing this because we want to serve our community, so just being more explicit in the language there.

Imaretska added this could be more around the mission and thinks it will go into the goals as well. Around the community building theme, a lot that we talked about are the things such as, natural resources, parks, trails, facilities, programs. One of the things that she has learned is around the need and desire of Minnetonka residents to live in the more perhaps connected community, where they get to know their neighbors. It is thinking about how new residents learn about the amazing programs, opportunities and facilities that are available here. Can you be more intentional about it? How can we create opportunities for existing residents who have lived here several years to meet each other or how do we make it a more welcoming, inclusive community? As we are thinking about the events and programs offered, how do we communicate about them? It is kind of a big topic but Imaretska wanted to bring it up here. It could be a goal or part of the many goals listed, but it is a bigger theme.

Vetter added more perspective regarding Imaretska's comments. He stated that as a park board member you may want to keep in mind that the city also operates a joint recreation department with the City of Hopkins. Each city has to manage its own park system and trail system, but yet the two cities come together for the people, events, and programs. Vetter stated strengthening a relationship with Hopkins is something the park board could discuss further, rather than change the mission and vision. One goal could be to look at the people and the community because one third of that aspect is the City of Hopkins and two thirds is Minnetonka. Each city then has to look at how they are managing the land, the opportunity for people to recreate itself, not necessarily the programs.

Evenrud thanked Vetter for the reminder of the joint recreation.

Vetter provided historical context. There used to be a lot of joint recreation things but typically there has not been that substance to have discussion items. Vetter cannot remember how the make-up worked back then but it was a portion of the Minnetonka Park Board and a portion of the Hopkins Park Board got together and called themselves the Joint Recreation Board. For a while there were discussion topics but he thinks certain members felt a little left out. A lot of those discussion topics weaned, so for a long time it has been inactive. What you have seen is kind of resurrecting around special projects. When the Shady Oak Beach had the playground project and sign, Hopkins was involved and it almost came back together. If you are interested in the people portion, maybe try to strengthen that relationship a little bit better and have a dialog with Hopkins.

Gabler stated that we are an advisory board to the city. The park board does not do programming so our role would be a little different than a park board member in Minneapolis. They are involved in not only the facilities but also in the programming. They are a government entity.

Evenrud wanted to make sure what we are referring to because Minnetonka does have programming.

Gabler stated that we serve as an advisory to the city council. The recreation department provides us reports on programming, but our role is to make recommendations to the council and staff to take back and act on. Maybe that is why we do not have the people piece, because our direct constituents are council and city staff.

Vetter responded that Gabler is correct but thinks that the council also wants the board to look at developing that as well. The council would look at the board's role to have latitude, to explore and enhance the system and programming if there were things that you wanted to pursue. A good example, the partnership with Three Rivers Park District for cross-country skiing at the Glen Lake Golf Course. That idea originated with the Minnetonka Park Board and got developed from there, so it didn't necessarily come from residents, or council but it came up as an idea from a park board member. You kind of have a little bit of latitude on how you want to operate in that sense of being reactionary vs proactive. Annually the park board meets with the city council to check-in on roles and if we are meeting expectations, etc. As staff, we can always help guide that.

Gabler said that one addition they could make in the goal and objectives is to be a little more dynamic as far as looking for opportunities. That was kind of started with the mountain biking project. We were a little more visionary there. Maybe becoming more dynamic as a park board is something we want to add as a goal.

Vetter clarified that we do have Minnetonka only events and programming.

Imaretska loves Gabler's idea about being more proactive as a goal or an objective. Also, she loves that Vetter said to create more dialog with Hopkins.

Evenrud said he appreciates the collaboration with the cities. He asked if everyone is comfortable with what this document is meant to do on the board.

Vetter reminded the board that this document comes back to them for approval at the next meeting. If there is anything they want staff to explore, tweak or look at incorporating it will come back at the next meeting.

Vetter stated that there is some interest in incorporating community to the mission and vision. Vetter is looking for direction from the board if that is what they want to do.

Kist recommended including community into the goals rather than in the mission or vision.

O'Dea asked if we are looking to change the vision or mission to include that; or are we looking at adding or tweaking a goal to include that.

Evenrud said he agrees it should be people based.

Walick agreed with Evenrud. After looking at the mission he feels like it is broad and direct enough. Talking about community and engagement is important, but feels it falls under the enhanced long-term park board development as a future goal. The mission is engaging people with parks and nature.

Imaretska agreed with Walick and thinks it is implied that this is for the people and the community. However, there is a bit of a nuance. A city with outstanding parks and recreational opportunities within a valued natural environment, for whom? Is it just for residents, is it also for people that work or visit here? That is a nuance but it is an important one as we are thinking about who are making these decisions or how are we advising. So she would like to add a bit of community or people in the vision.

Evenrud asked if everyone was comfortable with the vision and mission and recommended the park board reflect on the conversation and revisit it at the next meeting.

Vetter thought it would be good if there was consensus from the board about adding language to the mission regarding representing the community or people. Staff needs direction when adding to the mission. Vetter has heard adding it to the mission, or the goals and also that it is implied.

Durbin believes that it is implied, but would support adding a phrase or sentence to the mission to make it clearer. He would focus more on the goals than the objectives.

Evenrud asked if anyone feels strongly about changing the vision or the mission.

Imaretska said that we can leave the vision as-is, the consensus is that people really love it. What if we added, "Promote quality recreation opportunities and facilities for everyone who lives, works and plays in Minnetonka." Is that consistent with what we are doing here?

Durbin states he thinks it's implied.

Evenrud agrees that this goes at the top of each action item that they have. Evenrud asked how often it happens where something is not matching up with the mission or goals.

Vetter confirmed that Evenrud asked when the board has been challenged on their decision making based on the vision and mission.

Kist says that she thinks the board was challenged with the mountain biking plans. She thought the goal, "to preserve natural resources" was a big issue that came up.

Vetter thinks that it comes up when you are faced with controversial items, like mountain biking and dog off-leash in our park system. It comes up when people are looking at the intent of your wording. Vetter stated that those are the circumstances when it happened in the past.

Imaretska said we can keep it simple, "promote quality recreational opportunities and facilities for everyone who lives, works and plays in Minnetonka."

Evenrud asked if there is any other input.

Gabler likes the idea, but disagrees with adding it to the mission statement and thinks it should be a goal. We could look at adding a goal and an objective. If you look at our goals, there are facilities, programs and we could add a personal one. He likes the idea of keeping the mission and vision vague, and the goals should tie back to that. It would be hard to tie in something that specific.

Imaretska is good with a goal.

Evenrud said that we should leave the mission and vision the way they are and look at adding it into the goals where appropriate.

Vetter suggested that the mission and vision be looked at annually, so if you do incorporate that into your goals, you have the next 12 months to see if that goal is being met. If we are successful at meeting that goal, it can be discussed to make it part of the mission or vision the next year.

Evenrud recommended to keep it in mind over the next 12 months as they look at projects and collaborations with Hopkins.

O'Dea commented that was a good discussion and will lead to more good discussions. The mission and vision statements will remain the same and we will move into the goals and objectives.

First goal is to protect natural resources and open space. Our only change was adding a fifth objective that says, "Provide guidance and balancing the protection of natural resources with providing quality recreational opportunities and facilities".

Walick thinks that is a good add, especially after the mountain biking project.

Durbin also likes the new objective 5. He thinks it was implied before and now that it's spelled out, it will be helpful for future items.

O'Dea moved to the second goal which is, "to renew and maintain parks and trails." There is a lot of yellow here and a lot of it is just wordsmithing but some of it looks like some significant changes.

Kist wanted to discuss objective number one, "participate in trail and park projects and make recommendations." Participate in, what does that mean exactly? Does that mean that we are going out and helping the invasive species removal or does it mean attending additional meetings?

O'Dea said we can change that to review. He thinks we are going to see with the adaption of the franchise fees, some parks and trails projects come through. The board is probably going to be involved in some of these new projects.

Vetter said that he thinks some of that is historical. During the park renewal program, we had park board members follow the process from the beginning all the way through the neighborhood process. It did require additional meetings for park board members at that time, but it was a great benefit once it got to the full board because the park board

member could say, "this conversation is consistent with what we had at the neighborhood process." Staff does not necessarily have a plan on that commitment but it's providing that opportunity if there is participation at additional meetings. Also, having a greater presence of having a forum for those projects.

Kist suggested greater participation in park and trail projects from introduction through citizen advisory and review.

Vetter suggested, "Through the process" and Kist agreed.

Evenrud said this goal is interesting. Evenrud was talking to Jacobs about how he got involved in the park board and it was due to using the trails. Many board members are active on the trails and it is funny how our own personal participation can have a lot to do with it.

O'Dea went on to goal 3, "to provide quality athletic recreational facilities and programs." Objective three was just wordsmithing that changed from required to needed. We added objective eight, "review potential uses and programming opportunities for the Penaz property, including the barn".

Imaretska asked to consider objective six and potentially adding ages, ability levels, economic and cultural backgrounds in that.

Evenrud asked if the topic of objective eight was going to be on an agenda at some point this year.

O'Dea isn't sure if it will be on an upcoming agenda. There are dollars in the Capital Improvement Plan (CIP) for some structural things there but that is a project that could be on an upcoming agenda.

O'Dea moved to goal 4, "enhance long-term Park Board development." Wordsmithing a little bit. Some of the dialog you had when you were talking about the mission and vision could fall under this one, unless you wanted to create a specific new goal.

Gabler thought this could be where they could add another objective. Especially if we are starting to look at maybe becoming more dynamic or exploring different ideas. It could start out as an objective. If we can meet the objective than maybe next year it becomes a goal and that is maybe the process you take to move it up to include it into the mission or vision. Add an objective six something that says, "Actively explore partnership ideas and different recreational opportunities" then come back and see what works.

Vetter initially talked a little bit about engagement with Hopkins. O'Dea has informed me that Hopkins Park Board's participation is maybe not equal to yours. Maybe you want to make that something separate because it might be a little bit more of a challenge to focus on engagement, collaboration and idea generation. Maybe adding two objectives in that area might serve the board a little bit better because you can differentiate the two about meeting with Hopkins and dialog with Hopkins on whatever scale that might be.

Imaretska said that was a great suggestion. She loves objective of having more dialog with Hopkins. It is very specific and we can kind of think about how to do it. Gabler was talking about the collaboration piece, for me the most important piece of it is the community building element. Imaretska would word it in an angle of how does the work that we do, this goal and long-term park board development lead into creating a striving community? A community that is connected and they know all of these offerings and are also able to connect with each other in the parks and trails through the programs.

Durbin likes what Imaretska is saying. People come to us when there is an agenda item and they give their community input that way. Most people in Minnetonka don't come to the park board meetings, follow project pages or even read the Minnetonka Memo. Maybe we can start doing a little outreach with different sub-communities, sub-cultures in Minnetonka. People that we never see come to the park board meetings and making sure we are meeting their needs. Seeing if what we are coming up with is getting validated by people that don't usually participate in this public forum. He doesn't know how to do that but it would be interesting to calibrate us to make sure we are representing everybody correctly.

O'Dea said they appreciate the feedback and staff will take back what they heard tonight and come back with an updated draft in March.

B. Review 2018 athletic field use and consideration of the 2019 fee schedule

Community Facility Superintendent, Mike Pavelka explained that the athletic field fees were implemented in 2010. Prior to that, a few fields were charged and many fields were not. There was no schedule of how things were charged. Organizations would grab as many spaces as they could. Often, those fields would sit idle because teams reserved more time than needed. Implementing the field fees actually changed how the fields were used. More usage was from more organizations. Reservations have been streamlined and there is now a process and a field fee schedule.

With those fees, approximately two-thirds is used towards the operational costs and then one-third goes to a capital fund to help fund future capital expenses. That is based on the fees we bring in per field. For instance, Big Willow softball fields, if we bring in fees for those fields, a third of those fees are set aside to help those fields only. It is specific to the field. The first attachment illustrates athletic field use hours and fees. For the 2018 hours, there is about a ten percent increase this year as opposed to last year. That is due to recreation using some fields in Hopkins the year before. It is basically the same number of hours that we have seen from year-to-year if you factor in the use of Hopkins fields.

The revenue is a little bit higher. The largest amount received is from the Big Willow regulation baseball field, field number 4. There has not been any fee increases, only once was Category C increased. The fee for basically non-resident usage of our fields was done in 2014 and Category A and B have not been increased since 2010. Category A is a minimum of 50 percent, Hopkins and Minnetonka participation and open registration; which means an association does not cut people. Category B is similar, there is a minimum of 50 percent Hopkins and Minnetonka resident participation, private use by residents and closed registration. Category C is pretty much non-resident, for-profit organizations.

For the 2019 season, staff is recommending an increase in all fee categories of approximately 10 percent. What that means for each fee category for the per hour, Category A increases roughly \$2.50 per hour based on the field and if there are lights involved. Category C is the largest increase from \$4-6 per hour, however, that is based on the fact that they start at a higher fee to begin with. In addition, there are four organizations that have priority use of fields. They are: Athletic League Softball (GAL) in Glen Lake, Glen Lake Mighty Mites in Glen Lake, Hopkins Baseball Association uses Guillian Baseball Field and Minnetonka Baseball Association that uses fields at Big Willow Park. They have been set-up as an annual fee. Part of the reason we do that and do not charge an hourly fee is because they provide maintenance to the fields. They are chalking, dragging, etc. The city does help with those fields as well.

Imaretska was wondering if these fee increases would make the fields unaffordable for some of the organizations or some of these people that are currently using them.

Pavelka responded that at this time no, it is a small amount. Often teams will have the field for two to three hours and most of the field use is through Category A, secondary is Category B. It would be an increase of about \$3 for the evening. Surrounding communities are charging anywhere from \$30-\$75 per hour. This is a recommendation for 2019 so the fee change will be implemented this year.

Gabler commented that these fees are really inexpensive. Shoreview charges to use some of their fields and you pay a certain amount per participant in the program. So even if you have 30 kids touching the field you are paying for 600 kids that are in the program, equaling about \$6,000. These are great fields and Gabler suggested charging more because value and respect are shown to the fields. If you increase fees, people will respect it more. At Bennett Park, the charge for a game on the big field is about \$75. At Veteran's Field in Minnetonka it is anywhere from \$75-\$125 to play one game or have a practice there.

Pavelka commented that Veteran's Field is a turf field. Typically turf fields are charging a much higher rate because they can be played on during rain or shine. There are some benefits because people can get on the field earlier in the season. A higher fee increase was discussed but staff felt it was too late in the year to do that because organizations would not be able to adjust their organization fees.

Walick says he thinks these are very reasonable.

Gabler moved, Walick seconded a motion to approve the staff recommended 2019 fee increase. All voted "yes." Motion carried.

C. Concept designs for Crane Lake Preserve and New Park at Ridgedale

Parks and Trails Planner, Carol Hejl said that this project really started back in 2012. The Ridgedale Village Center study developed a vision for the future of the area to keep it vibrant and successful. The need for a new park space as well as improvements to Crane Lake were identified as part of that study and today we are seeing some of those outcomes of that study.

The new park at Ridgedale has a unique location and really because of that we are coming at it with a unique project approach. The city was able to acquire the land for this new park through donation as part of a residential development project and the new park space is located just south of JCPenney and is currently a portion of the Ridgedale parking lot.

This project started with a robust community engagement process that began this past summer. Staff wanted to understand the values and preferences of people for this park space. This effort was supplemented through a grant from Hennepin County and the state health improvement partnership. Staff was able to reach thousands of people through a combination of survey, activities and events such as Rock at Ridgedale, City Wide Open House and the Ridgedale Library grand opening. Traditionally underrepresented groups including seniors, youth and non-residents were reached. In November, the results of the outreach were reviewed at the park board and city council joint meeting.

These two spaces will complement one another and also be connected via the reconstructed Ridgedale Drive; which will function much like a parkway. The Ridgedale Drive project will calm traffic, improve safety for pedestrians and cyclists, improve the look and feel of the experience along the roadway. As well as feature a wide multi-use trail on the south end of the roadway physically connecting the two spaces.

What staff heard from the outreach results for the new park at Ridgedale is that people wanted a vibrant, welcoming and inclusive community gathering space. People want the area to be flexible with multiple opportunities for use, programming and events. A park space that changes with the season was identified as very important. Then introducing natural systems and sustainable elements and reflecting the aesthetic of Minnetonka in a pretty unique urban location.

This concept design features a multi-use plaza, open lawn area, garden room, fountain and play area, playful seating elements as well as storm water gardens. Staff wanted the park space to feel vibrant whether there were programs, events or any type of use going on or not. This design lends itself very well to a variety of programming, event opportunities as well as casual and informal use. Particular attention to access and safety was given. Including how to buffer the park from adjacent roadways and access to and from the park. The area is becoming much more walkable. People are going to want to come or go to the library, Ridgedale Center, YMCA, Crane Lake Preserve or other areas within the Ridgedale area or city itself.

The Plaza space could host a wide variety of events such as farmers markets, concerts or winter ice skating. When it is not being programmed for use it could also accommodate moveable seating or other elements to remain vibrant. There is a pavilion area to the lower right of the plaza space. This will provide shade but also could provide a backdrop for events such as a concert. Staff envisions the stage area as being more of a ground level stage but more demarcating an area so an event such as a concert or poetry reading had a place to be. As well as incorporating storage for removable seating and program elements within the area and some bench style seating under the pavilion. In the

winter months, the area transforms into an ice rink for families to do a few laps with their kids, not a large hockey rink.

The ground fountain and play area would incorporate water elements into the park. This is a two-acre park area so incorporating a large splash pad would be a big challenge. However, it could have elements such as a ground fountain where water sprays up and kids can run through it.

Throughout the park itself, incorporating public art that can also function as either seating, a play sculpture or serve some function other than being aesthetically pleasing to look at. The fountain area, art and play area are purposely centrally located within the park so if parents bring their children, they can keep an eye on their kids and take in other programs or events at the park. The other idea is if the fountain jets are not on, it still can function as useable space.

Open Lawn area is having an area that is buffered from the road noise through some berming along the perimeter. Those berms could be used to provide an elevated seating view for either movies in the park or other programming happening. Even the idea of throwing a Frisbee or sitting on a blanket and having a picnic would be within this area. Well suited for casual use but can also be used for larger events.

The Garden Room area would be native plant material and pollinator species; really reflecting that value of the natural environment. That was important to residents and visitors to Minnetonka. How can that be incorporated into this park space but also thinking about an area for the smaller programming such as a book club or story time? How can the city partner with Ridgedale Library for some more quiet events? This is a place to give people somewhere to reflect. People wanted fun seating options such as hammocks and swings. Bring your own hammocks are very popular. The city could potentially accommodate that by providing supports for such structures or providing hammocks for anyone to use. Swing options are still being looked at. Incorporating natural systems and functions within the park space was also important. Storm water treatment within a garden area is beautiful and it serves to clean and filter water before being discharged into the storm pond that is existing across the street. Ideas of people being able to walk over the storm water treatment area came up. Again wanting this to serve as a learning opportunity for people who are visiting the park as well.

How all of these features would fit in two-acres:

Open Lawn Area:

- Little over 6,000 square feet,
- Accommodates 200-300 people on blankets,
- Sizeable to accommodate an outdoor movie or activity.

Plaza Area:

- Around 12,000 square feet,
- Accommodates around 500-800 people,
- Sizeable to accommodate a Farmers Market,

- Accommodates just under 30 market stalls for Farmer's Market vendors and food trucks,
- Pathways within or access to the park have been designed wide enough to accommodate trucks to drive within the park and drop things.

Garden Room

- Around 1,400 square feet area,
- Accommodates around 20-60 people at a time,
- Nice intimate space for smaller groups or individuals,

Hejl mentioned that additional types of events or programming opportunities are still being discussed. These mentioned are not for certain that they will happen but more of an idea of scale. For winter programming opportunities, the idea of an ice rink was very popular. An ice rink around 5,500 square feet could accommodate casual skaters. The lawn area could transport into something like a winter market or snow sculptures.

Crane Lake Preserve is currently existing as a Minnetonka park. It is overgrown with invasive species and not really being used as a park space. People do not know where this location is and they want it to be brought up to par with what the city wants for natural resources.

People want access to the water and to expand the usable space within the park. There already have been a number of improvements within the Ridgedale area that have enhanced the water quality within Crane Lake. There is an existing storm pond that has existed since the mall was created. Several years ago Ridgedale Center spent some time and effort refurbishing it so it works and functions much better. The water that is entering Crane Lake from the parking lot now is much cleaner.

Some of the improvements that will happen with the Ridgedale Drive reconstruction are:

- A lot of the impervious surface will decrease so the roadway will be going from two lanes in each direction to one lane in each direction,
- Adding more plantable area but also capturing a lot more runoff and treating it before it gets into Crane Lake,
- A large grant received from the Watershed District allows us to incorporate additional elements to improve water quality. Such as, incorporating an underground storage tank within the Crane Lake Preserve Park area to capture a large volume of runoff. It allows pollutants and sediments to settle out but also slowdown that water. Water will be slowly released rather than a big rush all at once; which could potentially be causing erosion.

Hejl showed a concept design plan that showed what improvements could happen at Crane Lake Preserve. Improvements she mentioned are:

- A number of trails within the space,
- Storm water gardens and surface treatment,
- Large open lawn area for picnics or programming,
- Potential for canoe or kayak storage and/or rental,
- Launch area for water access,
- Incorporation of an overlook,

Hejl discussed the next steps and public involvement:

- Concept designs have been posted on the project webpage and Minnetonka Matters since last Friday.
- An open house took place last week to unveil the concept plans to the community.
- Posters with illustrative concept images and plans will be at Kid's Fest.
- Feedback will be taken by the park board and staff will look at how they can incorporate it into the park concept design to refine the designs that fits within the community's wants and needs.
- The project will move into detailed design phase this spring. Likely starting in later February or early March depending on the feedback received. Hejl asked if the park board has any feedback about how the concept designs reflect the results of community outreach and engagement.

Jacobs said Hejl did a great job of explaining it and is really excited for this project. Jacobs thinks Hejl incorporated a lot of things that people want and are really into.

Imaretska agrees that this is very exciting and can envision marriage proposals being made on the oval.

Hejl's second question was if the park board has any feedback or preferences about the concept designs to inform a detailed design phase.

Walick likes the hammock idea, but thought it would be risky for the city to supply the hammocks. Walick asked if there would be hooks and if the goal was for people to bring their own?

Hejl commented that all options are currently on the table. If the city supplied hammocks, it would pose a whole host of other considerations. There could be a simple post that people can hook up their own hammocks to. In the upcoming weeks, staff will be talking about what the best option is.

Durbin requested that items placed in the park be industrial and made to last. Durbin complimented Hejl on the community engagement and taking that feedback in and incorporating it into the design. Durbin said that this park is going to be a high maintenance park that will require a lot of upkeep to preserve it. He wants this to be a destination park and wants staff to use their resources to maintain it. The thing he likes most is that it is a year-round park that can easily turn into an ice skating rink without much effort. He appreciates all the effort that has gone into this part of the design and likes it a lot.

Imaretska asked if there is a strategy for public restrooms and if they would be located in the park or nearby.

Hejl said that this has been discussed and is something they are thinking about. One of the challenges within this area would be connecting to a sanitary sewer and how that would happen. The opportunities to potentially leverage adjacent public restrooms or adding a permanent facility within the park space have been talked about.

Kist loved the plan. Kist asked about bike racks and lighting because there are so many tall parking lights. She questioned how that function worked, especially for evening events.

Hejl commented that one of the elements heard from outreach and engagement is that people wanted to walk or bike to this park space. Incorporating bike racks has been a priority and are within the plan. Hejl acknowledged that there are tall overhead parking lot lights within this space. Staff will have to think of how lighting elements can be added that are more pedestrian scaled so it is a much more comfortable space to be in.

Imaretska thinks this park has the potential to be a destination park. One approach could be with the public art that is picked. Thinking about interesting looking art that is connected to our community by local artists. The Walker Art Center has a very distinctive rooster that people like to have their picture taken with. This could be an opportunity for Minnetonka to be known for the "x".

Hejl responded that comment aligns with what staff has been thinking about. Staff wants the park to reflect Minnetonka and feel part of the community. How we are able to interpret that through public art will be important as the project moves forward.

Gabler asked if the design or concept design accounts for the number of people that would be there. Gabler asked if staff is using a population-based study on how many people would be using the park at any one given time. What happens if you have 5,000 people wandering around?

Hejl replied that working closely with the recreation programmers is going to be important. This will make sure that the amount of programming is appropriate to the site so we are not causing overuse or the quality of the park space to deteriorate. Some of that will be making sure that programming elements are spaced out and that there is enough time in between for public works staff to refurbish or maintain as they need. Staff is working with public works and maintenance staff to think about how to make sure it remains a valuable community asset.

Evenrud suggested a giant anchor for public art.

Durbin asked where the planning and design process is at for the connection from Ridgedale Park to Crane Lake Preserve.

Hejl responded that the Ridgedale Drive construction project will begin in 2019. It will be a two year project phased so that access in and out of Ridgedale Center and the adjacent residences and businesses can remain open during construction. As part of that, the Crane Lake Preserve area will be used for construction laydown or staging area. That is how some of the invasive species removal can be done while construction staging is happening. That will give the invasive seed bank time to not be viable as long so the amount of restoration afterwards is more supplemental.

Durbin said that it all ties together to make this area a destination and it offers multiple things to do with different purposes.

Imaretska asked what the approximate distance is between the park and Crane Lake Preserve.

Hejl guessed that it is around a quarter mile.

Imaretska commented that could be a nice way to encourage people to walk or run. This could be a nice corridor if the art or how we are building it is thought about. This could be a great opportunity especially with Plymouth and that trail. That would be a great connection and corridor.

Vetter clarified that the Ridgedale Drive project is fully funded; however the park projects have not been fully funded yet. That will happen in subsequent CIP's. The council has committed as they worked with the developer to take the park on and go through this process.

D. Opus placemaking process and timeline

Hejl said that the Opus area was developed in the 1970's. It was intended as a walkable, livable, work community. Currently, it is experiencing a lot of transformation and redevelopment activity which has been sparked by the Southwest Light Rail Transit (LRT) Green Line Extension. The area will be home to Opus Station for that light rail line, which is causing a lot of transformation to happen currently. The intent is to activate the area by implementing placemaking strategies along the trail network within the Opus area as well as identify scope and program elements to guide future design and development of a community park within that space. Some of this effort will focus around wayfinding. The Opus area now is characterized by a very circuitous roadway network as well as an extensive six-mile trail system; which is separated from the roadway. Helping people get to where they want to go and know where they may want to go will be an important part of that work. As well as creating a set of public realm design guidelines to really inform and influence development activity that happens within the area.

Examining the potential to establish sustainable landscapes within the public right of way along the trail network and throughout the area. That would serve to connect park and open space to plan future development efforts while reflecting the area's agricultural history. Staff will be looking at ways to enhance the existing trail network to help create a sense of place but also provide mobility to new residents, existing residents or visitors to the area. Developing scope and program elements to inform design of a new park space within the area and also working with developers to create publicly accessible but privately owned spaces within Opus.

As part of this effort there have been a number of planning studies within the area to date. This project will not necessarily seek to recreate the wheel. Staff wants to build off those efforts and then begin implementing some of those improvements. Some of the catalyst projects in those previous studies are outlined within the attachment in your packet, as well as a little more detailed project scopes. Again, talking about what level of public involvement is appropriate. Staff wants to avoid engagement fatigue. There has been a number of studies completed previously so building off of those efforts will help get at that. Also, working with people to develop public realm design guidelines. That way

we are helping guide what the public realm looks like and then creating a small area implementation plan.

How does staff bring those different previous planning studies together and start implementing the improvements?

- Some of the desired project elements that we will be hoping to gain is a holistic approach or systems thinking on how current and future residents to this city interact with natural elements and how that informs the built environment.
- Activation for the site or creating programmable public spaces to strengthen that community connection.
- Inclusivity or creating space that is welcoming and supportive of all abilities, backgrounds and ages.
- Involving people who live, work and visit Minnetonka.
- Enhancing that unique identity that Opus has and how do we position it for success going forward, as well as attracting new development or new investments within the area.
- Protecting and preserving the quality of life that is currently enjoyed in Minnetonka and making sure that is available for future residents as well.

On the last page of the attachment, there is a proposed schedule for how this work will occur. A request was released for proposals for this work and some applications have been received. What we are wanting to do is get into the meat of the work within March of this year. Staff wants to develop those guidelines, develop the small area implementation plan and really enhance the level of public involvement that would inform the end results.

In the spring and summer, meet with the community to review draft reports, finalizing those reports and then presenting final reports to the park board and city council in September of 2019.

Evenrud said it was good to hear the history of the area and it is fun to see it evolving more. Evenrud asked Hejl to explain the term placemaking.

Hejl explained that placemaking within the Opus area would seek to recognize the area's past agricultural uses and Business Park that was meant for live-work opportunities. How does staff create a community where people want to live and recreate in what is currently a business park? Some of the original plan was realized as far as incorporating some amount of housing within the site. A lot more housing is already approved for the area and even being currently constructed. How does staff create a unique area that everyone knows Opus for? What do people think about now when they think about Opus and what do we want people to think about? Or what do we want people to experience when they are there? That would be the goals of the placemaking strategies. Again, creating something that is a community that is vibrant, inclusive, welcoming and also recognizes where it is, where it came from and where it is going.

Imaretska was interested in how staff is thinking about new residents that are not there yet. Community engagement will be done with the community here now; how are we thinking about this new resident? Are there any strategies, ideas or angles that we could take in order to envision how we would engage with these new residents or who they

might be? It is a very unique and interesting challenge to do placemaking without all the residents being there.

Hejl replied that some of the things they have been thinking about have been for the new residents that are new to the city within some proximity to Opus or within developments that have already occurred within the city. Trying to target those folks, not in lieu of but as an example or a case study for how is it to be a new resident to Minnetonka in a development project that may be different than the single family home that is prevalent in much of the city. Thinking about the needs, wants and desires of those residents but also balancing that with the needs and wants of the larger community as a whole.

Evenrud commented that he is picturing this in terms of recreational uses and things to do besides going to work and not necessarily living there. You have to think about who the people are that will be doing the recreation in that area. Also, what the goals of that area are, what their interests are going to be and the demographics.

5. Park Board Member Reports

None stated.

6. Information Items

O'Dea noted that there are two information items. The Gray's Bay Marina season report and the park board annual report.

Gray's Bay Marina season report: Pavelka stated that it was the latest start for us on record. The city has managed the facility for 16 years. It was the shortest season to date, yet the most gas was sold in a season. A testament to good weather and nice weekends into September. On November 19, the boat launch and gates were closed for the season due to ice forming; and that is the earliest it has ever closed. Winter access is still provided at the causeway just north of the bridge in Gray's Bay.

The balance in our escrow is very good. That fund will end up paying for replacement docks when that is needed; as well as the building, gas delivery system and gas tank. In the next five years, staff will probably be considering replacing the gas tank.

Park Board Annual Report: O'Dea asked the park board members from 2018 to look over the park board annual report. If there are any changes or errors, members can get back to him.

7. Upcoming Park Board Agenda Items

O'Dea discussed a few changes:

- Strategic plan will be brought back, likely in March.
- Natural Resources Division's 2019 Education and Outreach Plan will be moved back one month. It will be done in April.

8. Adjournment

Gabler motioned to adjourn, seconded by Kist. Evenrud adjourned the meeting at 8:48 p.m.

**Minnetonka Park Board Item 5A
Meeting of March 6, 2019**

Subject:	Adoption of the 2019 Park Board Strategic Plan
Park Board related goal:	Enhance Long-Term Park Board Development
Park Board related objective:	Annually assess the park board strategic plan
Brief Description:	The park board will review park board strategic plan mission, vision, goals and objectives and implement desired changes for 2019.

Background

In 2001, the park board worked with an independent consultant to establish a process for developing and annually refining a strategic plan. As a result of this endeavor, board members developed goals, objectives and specific action steps designed to meet the board's mission and vision developed earlier in the process.

Attached is the draft 2019 Park Board Strategic Plan. Updates have been made by staff to reflect requests made based on input provided by the park board at the February 6, 2019 meeting. The park board will consider adoption of this document at the March 6, 2019 meeting.

Discussion Points

- Does the park board desire any changes to the 2019 Strategic Plan?

Recommended Park Board Action: Review the 2019 draft Strategic Plan and consider adoption.

Attachments

1. 2019 Strategic Plan - Draft

Minnetonka Park & Recreation Board
2019 Strategic Plan – DRAFT

Vision for Minnetonka Park and Recreational Facilities

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

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

- Protect and enhance Minnetonka’s natural environment.
- Promote quality recreation opportunities and facilities
- Provide a forum for citizen engagement regarding our parks, trails, athletic facilities and open space

Goals and Objectives (order does not reflect priority)

Goal To protect natural resources and open space

- Objective 1: Provide feedback to assist 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
- Objective 5: Provide guidance in balancing the protection of natural resources with providing quality recreational opportunities and facilities

Goal To renew and maintain parks and trails

- Objective 1: Participate in the park & trail projects process and make recommendations to the city council
- Objective 2: 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: Review the city’s Trail Improvement Plan and consider trail projects that will encourage outdoor recreation and improve mobility in the community
- Objective 5: Review designs for a new park in the Ridgedale area and make recommendations to the city council
- Objective 6: Review placemaking strategies and public realm design guidelines for the Opus area and make recommendations to the city council

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: Review policies related to the operation and management of parks to determine if changes are needed
- 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 2018 and make recommended adjustments for 2019
- Objective 6: Offer a full range of programs for people of all ages, ability levels, and economic and cultural backgrounds
- Objective 7: Responsibly maintain our parks, trails and recreational facilities, while fairly balancing user fees with general community support
- Objective 8: Review potential uses and programming opportunities for the Penaz property, including the barn

Goal **Enhance long-term Park Board development**

- Objective 1: **Review and recommend** Capital Improvements Program for 2020-2024 related to parks, trails & open space
- Objective 2: Increase community and city council awareness of park board projects through the online project page and community outreach
- Objective 3: Encourage board member involvement in annual park board and city related activities
- Objective 4: Assess the park board strategic plan to ensure it aligns with the parks chapter of the city's comprehensive plan as well as the POST plan
- Objective 5: Review the results of the community facility & programming space study
- Objective 6: **Continue to explore new ideas and strive to build community for those who work, live and play in Minnetonka**
- Objective 7: **Actively explore and enhance partnerships/engagement opportunities with other agencies including the City of Hopkins**

**Minnetonka Park Board Item 5B
Meeting of March 6, 2019**

Subject:	Review of the Community Facility and Programming Space Study
Park Board related goal:	To provide quality athletic and recreational facilities and programs
Park Board related objective:	Anticipate, review and respond to community needs not previously identified
Brief Description:	Review the Community Facility and Programming Space Study and provide feedback

Background

The City of Minnetonka owns and operates a number of facilities and spaces used to provide recreational programming opportunities for the community. The Recreation Services Department has completed two internal studies since 2012 relating to facility and space needs. An Athletic Field Needs Study was completed in 2012, followed by a Programming Space Needs Assessment in 2014. Results of both identified a shortage of programming space. The city also completed a feasibility study of the Glen Lake Activity Center in 2015.

Recreation staff felt it would be beneficial to contract a third party to provide a more comprehensive analysis of programs and facilities. The city contracted with BKV group to conduct a Facility and Programming Space Study, which encompasses recreation department needs, community needs and current facility conditions. The desired outcome is to produce an overall assessment of the city's programming space that will give direction to staff to address future development and growth opportunities.

Study Findings and Recommendations

The results of the attached facility and programming space study indicate that the existing facilities and programming opportunities are not meeting all community recreation needs. Many of the city facilities have spaces that aren't ideal for current programs, are at or approaching capacity, or do not have functional programming spaces. The study findings indicate the need for additional swimming pools, multi-purpose and fitness space and enhancing current athletic field spaces.

Discussion Point:

- ***Does the park board have any feedback or questions concerning the study findings?***

Next Steps

As noted in the study, a list of recommended options is included in the executive summary. Prior to exploring those in greater detail, staff recommends the following next steps in implementing the study objectives:

- Address identified maintenance items at city owned facilities in the upcoming 2020-2024 Capital Improvement Program
- Explore appropriate opportunities for the Glen Lake Activity Center site

- Examine and prioritize the findings to help determine long-term recommendation

Summary

As the city's' demographics and recreation trends change, the city must proactively adjust to the recreational needs of the community. The Williston Center and Community Center are approaching capacity and are experiencing pressures associated with use. With space at a premium, creative ways of doing business will ensure we are providing the recreational opportunities for our residents.

Attachments

1. Community Facility and Programming Space Study

Community Facility & Programming Space Study

February 2019

Prepared by:

BKV Group &

Ballard*King & Associates



**CITY OF
MINNETONKA**

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Section I – Executive Summary

Background:

BKV Group along with Ballard*King & Associates (B*K) were hired to conduct a Community Facility and Program Space Study to assess existing recreation facilities, analyze programming, and develop recommendations for the Minnetonka Recreation Department. The primary goal of this study was to assess existing facilities, assess the community need and demand for recreation, conduct a demographic review of the service area, assess overall market conditions, conduct stakeholder meetings, and develop a recommendation to help guide the Recreation Department in the future. The City has a partnership with the City of Hopkins for programs and services, but each City maintain their own facilities.

Market Condition Review:

The Minnetonka Recreation Department primary service area was established for this study. The population within this service area is growing at a steady pace and is projected to grow about 5.3% over the next five years to reach a population of 76,494 people by the year 2023. There is a higher concentration in the over 55 age categories and less in the age categories under 55 years than the national levels. This points to an aging community with a lower concentration of households with children (25.7% of households) than the national level. As a result, the median age in the service area (43.5 years) is over five years higher than the national level of 38.3 years. Median Household Income is 36.6% higher than the national level. Based on National Sporting Goods Association data, age and household income are two determining factors that drive participation in recreation and leisure activities. The demographic profile suggests that there will be continued demand for recreation activities and programs in the future. The mixture of median age, median household income and housing budget expenditures combine to create a favorable market condition for support of community recreation.

Statistics from the National Sporting Goods Association (NSGA) were overlaid on to the demographic profile of the service areas to determine the market potential for various activities. The market analysis concluded that Minnetonka is reaching a saturation point with some activities including baseball, softball, soccer and ice hockey while underserved for indoor swimming (especially swim lessons), group fitness opportunities and gymnasium programming. Exercise walking is the number one ranked activity by participation levels and represents approximately 25,000 people in the primary service area. Seniors, ages 55 and over, account for 35.7% of the population in the primary service area.

Facility Assessment:

BKV Group conducted an assessment on June 27, 2018 of the following facilities: Community Center, Ice Arena, and Williston Center. An additional facility assessment of the Lindbergh Center and Glen Lake Activity Center (GLAC) was completed on December 14, 2018. The assessment was an on-site observation of the existing conditions of each facility, the site, exterior building envelope, interior finishes, accessibility, code compliance, and mechanical/plumbing/electrical systems. Please note that some of the items included in the facility assessment may be part of the City's Capital Improvement Program (CIP) for 2018-2022, a summary of items included in the CIP is included for each facility in Section VI of this report.

Community Center

The Community Center was as expected for a facility of this age. Cosmetic items were noted during the assessment including, worn carpet, damaged interior doors and damaged wall finishes. Exterior glazing and aluminum frames are past their life expectancy and replacement should be planned for. In addition, the air handling unit is over 30 years old and past its useful life; replacing the unit with an energy efficient unit along with balancing the system and improving the overall building controls is recommended. Continuing to maintain and replace components as part of a capital improvement program is recommended to preserve operational efficiency and improve energy performance.

The Community Center is heavily used for recreation programs and community events. The Recreation Department recorded 5,333 reservations in 2017. It should be noted that the Recreation Department programs, including adults and seniors, accounts for 625 of the reservations. Although the number of multi-purpose rooms in the Community Center is adequate to meet current program needs it will not be enough to meet the growing needs in recreation. It should also be noted that the rooms are not designed for many of the programs taking place in the rooms, especially group fitness classes. The flooring system, ventilation and temperature controls are not ideal for supporting group exercise fitness.

Ice Arena

The Ice Arena facility has undergone recent updates to the concession area, dasher boards, along with the replacement of Arena A's ice refrigeration system. The facility is structurally sound with most of the observations being worn/aged materials from heavy use and/or age. The exterior envelop is marginally okay condition with aged/failing sealants, aged windows, damaged EIFS and a potentially leaking roof in Arena B. Rooftop mechanical systems were noted to be over 20 years old and nearing the end of their operational life. With continued repairs and upgrades to aged components and mechanical/electrical systems, the facility should be useful for many more years. The access hallway that connects Arena A to Arena B is sub-standard and is not ADA compliant. This hallway, although convenient, is narrow and the stairs present a safety hazard, especially if a hockey player is carrying a hockey bag.

Williston Center

The Williston Center is in overall good condition. Interior finishes were recently updated in the lobby and corridors. The exterior EIFS has multiple holes in the finish that should be repaired to prevent further deterioration. The existing furnaces and radiant heaters are nearing the end of their operational life and replacement should be planned for. Continuing to maintain and replace components as part of a capital improvement program is recommended to preserve operational efficiency and improve the energy performance of the building.

The program spaces at the Williston Center are well used and active. An opportunity for re-purposing the batting cages for other recreational uses may be practical due to the short seasonal use of the batting cages and the opportunity to utilize the two batting cages at the Lindbergh Center. An additional opportunity exists to re-purpose the Kids Corner into a multi-functional group exercise space. Membership has grown significantly over the past several years. When the facility was last renovated there were 2,000 members. Today the facility has over 10,000 members and this growth in membership has put a strain on the parking capacity and size of locker rooms.

Glen Lake Activity Center

The Glen Lake Activity Center was observed to be structurally sound and in overall okay condition for a facility of its age. Major observations include the exterior brick finish needs tuckpointing, possible roof leaks, and replacement of the water heater. The interior finishes such as flooring and ceiling tiles are worn/aged in some areas and should be replaced. Some improvements have been made to the facility including updating mechanical system, LED lighting and new carpet in the offices.

The interior program space at the GLAC currently consists of one large meeting room of approximately 1,600 sf that can be divided into two smaller rooms. The facility is not well equipped for groups requiring audio-visual equipment or kitchen/meal prep space. In addition, the facility only has two single-user restrooms which may not be sufficient during peak times. The limitations of the Glen Lake Activity Center contribute to much lower utilization when compared to the Community Center or Williston Center.

Lindbergh Center

The Lindbergh Center was found to be in very good condition. Minor cosmetic items were noted such as worn floor finishes and scuffed paint. The exterior envelope appeared to be in good condition as well. No HVAC or electrical issues were noted during the assessment.

Public Input:

During the course of this study there were a number of stakeholder meetings conducted with end users to determine overall satisfaction with Minnetonka recreation facilities, assess program growth, identify program needs, and to solicit opinions on programs and facilities. A total of 17 different groups participated in the stakeholder meetings to provide input. Through this process, the stakeholders identified program needs and service gaps. The following list highlights some of the facility needs through the eyes of the user groups.

- Indoor training space for baseball and soccer
- Lighting for more baseball fields (Guilliams and Bennett)
- Additional youth practice fields for baseball
- Additional rectangular fields for practice (football, soccer and lacrosse)
- A 50-meter competitive swim venue

Program Assessment:

The City of Minnetonka Recreation Department has a strong foundation of parks and recreation facilities, programs and services. The Department offers a wide range of activities and programs throughout the year. A program guide is developed three times per year to educate the community about programming opportunities. The consulting team conducted an analysis of existing programs to determine participation trends for programs and activities offered through the Minnetonka Recreation Department. The table below is a listing of participation trends by program area.

Program Participation Trends			
Activity Area	2016	2018	% Change
Adult General	198	220	11%
Adult Leagues	454	449	NC
Aquatics	1,522	1,293	-15% ¹
Arts	198	269	36%
Fitness	318	441	39%
HopKids	230	517	124%
Martial Arts	349	416	19%
Seniors	5,927	8,330	40%
Ice Skating	1,367	1,362	NC
Special Events	252	372	48%
Teens	605	755	25%
Tennis	4,237	5,077	20%
Special Events	252	372	48%
Youth Camps	524	609	16%

One meaningful performance measure is tracking the number of people on a wait list. The programs with the largest wait list include: Swimming (714 people), Tennis (402 people) and HopKids (44 people). It should be noted that it is common for swim lesson registration to fill on the day registration opens. The number of people on the wait list, especially for swim lessons, indicates a strong interest in the program. Often people are forced to either sign up for a different program or look for an opportunity at another agency in the area that might have the same program. It should be noted that the wait list represents a significant volume of revenue lost when those on the wait list are unable to be accommodated.

The consulting team assessed the program distribution of activities to help determine how closely the program distribution matches the population distribution. The program area that comes closest to matching the population distribution is senior programming. It is not uncommon to see a disproportionate percentage of programs allocated for youth. Youth programming is often the cornerstone of recreation programs. Although the Minnetonka Recreation Department has a diverse and extensive offering of senior programs it must be remembered that the senior age groups are the most rapidly growing segment of the population in Minnetonka.

The table below compares the programs offered by age category.

Programs Offered by Age Category					
Category	Adult	Youth	Senior		Total
Programs Offered	292	933	414		1639
% of Total	18%	56%	25%		
% of Population	45%	20%	35%		

¹ Reduced aquatic class offerings at Williston can be attributed to an increased demand by recreation swimmers and reduction of swimming lessons offered.

Community Facility & Programming Space Study

Minnetonka, MN

Lastly, the consulting team compared the Recreation Department facilities to the national level. National Recreation and Parks Association (NRPA) developed a level of service standards for Parks and Recreation agencies. It must be remembered that the *NRPA Field Study* published in 2016, represents a composite average of responding agencies. Although the NRPA does not represent a national standard, they do provide a benchmark comparison to measure against the inventory of City facilities. It should be noted that school facilities have not been incorporated into the City of Minnetonka facilities. Looking at the inventory of facilities from a community-wide perspective illustrates that other agencies are providing recreation space that supplement the City of Minnetonka facilities and identifies other agencies as contributors to the recreation needs of the community.

The table below compares the recommended number of facilities based on population to the number of facilities in Minnetonka to identify any surplus or deficiencies in facilities. A column has been added to the table that accounts for the community-wide inventory of recreation facilities.

NRPA Level of Service (LOS)				
NRPA Standard 1,000 Population	Facility by Type	NRPA LOS	Minnetonka City Owned	Community-Wide (non City owned)
1/30,000	Community Center	2.42	1	1
1/26,650	Recreation Center	2.72	1	0
1/26,418	Gymnasium	2.75	2.5	48
1/49,500	Senior Center	1.46	0	0
1/28,500	Indoor Ice Rink	2.54	2	3
1/49,715	Indoor Track	0.68	0	4
1/3,560	Outdoor Basketball	20.68	14	11
1/12,463	Softball Field	5.82	7	16
1/4,295	Tennis Court	16.91	31	41
1/34,686	Outdoor Pool	2.09	0	0
1/8,060	Rectangular Field (soccer)	9.01	4	28
1/16,572	Outdoor Ice Rink	4.38	7	6
1/34,915	Synthetic Field	2.08	0	6
1/25,523	Football Field	2.84	5	5

Based on the NRPA standards, the Recreation Department is deficient in most of the facility types when using that as a benchmark. However, when factoring the community-wide inventory of recreation facilities, the City of Minnetonka exceeds the NRPA level of service with the exception of a senior center. It should be noted that even though there is not a senior center in Minnetonka, the Community Center, by virtue of its spaces and programs, fills a significant role in delivering senior activities.

Community Facility & Programming Space Study

Minnetonka, MN

Many communities go beyond the NRPA Level of Service Standards to create their own level of service standards by conducting a benchmark survey of other departments of similar size or location. This enables the agency to select the communities it wishes to compare itself to while taking regional interest into account. The table below reflects the outcome of a local comparison of Minnetonka facilities to other area municipalities.

The Recreation Staff helped identify and collect information for inclusion in the benchmark survey. Recreation facilities in Minnetonka compare favorably to the other metro area communities of Eagan, Eden Prairie, Edina, Plymouth, St. Louis Park and Maple Grove. These communities were selected given their location and proximity to Minnetonka along with similar population and demographics.

	Minnetonka	Average	Surplus or Deficiency	Eagan	Eden Prairie	Edina	Plymouth	St. Louis Park	Maple Grove
Community Centers	1	0.66	0.34	1	1	0	1	0	1
Recreation Centers	1	0.33	0.67	0	0	1	0	1	0
Senior Centers	0	0.66	0.34	1	1	1	0	0	1
Gymnasiums	2.5	1.16	1.3	3	1	2	0	0	1
Indoor Ice Rinks	2	2.5	-0.5	2	3	3	3	2	2
Outdoor Ice Rinks	7	12.6	-5.6	25	9	13	13	8	8
Indoor Tracks	0	0.5	-0.5	1	0	2	0	0	0
Baseball Game Fields	7	13.6	-6.6	3	32	11	12	12	12
Softball Game Fields	7	21	-14	18	13	11	19	13	52
Outdoor Tennis Courts	26	27.8	-1.8	32	38	14	24	16	43
Indoor Tennis Courts	5	0	5	0	0	0	0	0	0
Rectangular Game Fields	4	24.8	-20.8	17	44	24	27	15	22
Indoor Pools	1	1	0	0	3	1	0	0	2
Outdoor Pools	0	0.66	-0.66	1	0	1	0	2	1
Synthetic Fields	0	0.66	-0.66	0	0	2	1	0	1

The largest deficiency deviation in this analysis indicates that Minnetonka’s inventory of rectangular fields space is significantly lower when compared to the benchmark cities. Although on its own merit this benchmark analysis is not justification to add more rectangular fields, it does validate some of the needs expressed during the stakeholder meetings that there is a shortage of rectangular practice fields in Minnetonka. It should be noted that the Hopkins and Minnetonka School Districts have a combined 28 fields that are available for community use on a restricted basis.

To a lesser degree, Minnetonka also has fewer outdoor skating rinks, softball game fields, baseball game fields and outdoor tennis courts when compared to the other cities. It should be noted that both the baseball and softball organizations that serve Minnetonka indicated that the volume of fields is adequate for games based on the size of their organizations, but additional practice fields are needed.

Recommendation:

Although there are a number of other recreation and fitness providers in the primary service area, including the Hopkins and Minnetonka School Districts, it is clear that the existing inventory of facilities and programs offered through the Minnetonka Recreation Department are not meeting all of the community recreation needs. Based on NRPA national standards, information gathered during the community input process, analysis of existing programs, market analysis and staff input, the need for more gymnasium space, swimming pool and fitness space was validated. Several recommendations were generated by the consulting team and the justification for the recommendations can be found in the body of the report. The recommendation summary includes the following:

1. Explore partnerships with School Districts, other cities, sport associations and private entities to expand access to facilities, expand programming for area residents, reduce program duplication and establish guidelines.
2. Add lighting to ballfields and rectangular fields to expand playability by 20% to accommodate more practice space needs. It will be less expensive for the City to add lights than to build more practice fields.
3. Add another pool in the community or expand Williston to provide more indoor pool space to meet the demand for swim lessons and recreational swimming. Swim lessons are one of the most popular and sought-after program offerings in the Recreation Department. Based on National Recreation and Parks Association standards for pools the City of Minnetonka does not meet the recommended level of service for swimming pools.
4. Conduct a needs assessment and feasibility study as part of the refrigeration system upgrade at Rink B to explore adding other indoor recreation components to the project. Adding a gymnasium component and dedicated fitness space would provide the components necessary for meeting the adult and youth sports and fitness program needs.
5. Find more group exercise opportunities by expanding the Community Center, re-purposing existing rooms at the Community Center, leasing fitness space, or through partnerships. Participation in group exercise continues to grow and the existing availability of space is limiting program offerings. Having more space to accommodate classes is critical to keep pace with new fitness trends.
6. Add more gymnasium space to accommodate more adult sport programs and sport training opportunities for baseball and softball. Options include expansion of the Arena B project, building a new facility on the GLAC site, partnering to acquire more gym time or expanding the Community Center.
7. Provide more adult sports programs through partnerships. Adult sports have the highest occupancy rate of all Recreation Department programs and securing more gymnasium space would allow for expansion of programs, including Pickleball.
8. Explore options for providing a competitive swim venue. The west metro area has a strong foundation for competitive swimming and the existing inventory of indoor pool space in the area does not meet the demand in the area. A competitive swim venue will require partnerships to share development and operating costs.

Community Facility & Programming Space Study

Minnetonka, MN

Delivery Option Estimated Project Cost		
	DELIVERY OPTION	ESTIMATED PROJECT COST
1.A	Negotiate an IGA with the Minnetonka School District	No capital cost
2.A	Install lighting at additional Baseball/Softball field at Big Willow and Guillian.	\$100,000 - \$150,000
2.B	Install lighting at Lone Lake Park rectangular fields (qty. 2)	\$150,000 - \$200,000
3.A	Expand Williston Center adding a teaching pool (Approx. 2,000 sf pool and parking structure)	\$8,000,000 - \$10,000,000
3.B	Build a new aquatic teaching facility	\$8,000,000 - \$10,000,000
3.C	Lease space that could be converted to a teaching pool. (Space currently not identified)	\$2,500,000 - \$3,000,000 (Initial Investment) + Lease Cost
4.A	Conduct a dedicated market analysis and feasibility study.	\$30,000 - \$50,000
5.A	Lease space for a satellite Fitness Center (Space currently not identified)	\$1,000,000 - \$1,500,000 (Initial Investment) + Lease Cost
5.B	Expand Williston Center (6,000 sf – 8,000 sf addition)	\$4,000,000 - \$6,000,000
5.C	Repurpose space within Williston Center for group fitness	\$400,000 - \$600,000
5.D	Expand Glen Lake Center adding group fitness space	\$2,000,000 - \$3,500,000
6.A	Build a gymnasium addition at the Ice Arena site (24,000 sf)	\$10,000,000 - \$14,000,000
6.B	Build a standalone gymnasium facility (24,000 sf)	\$10,000,000 - \$14,000,000
6.C	Explore an IGA/partnership to secure more gym space	No capital cost
7.A	Convert one tennis court into a gymnasium space at Williston	\$1,000,000 – \$1,500,000
7.B	Build a fieldhouse addition near the Ice Arena	\$18,000,000 - \$24,000,000
7.C	Explore an IGA/partnership to secure more gym space	No capital cost
8.A	Build an outdoor leisure pool	\$5,000,000 - \$7,000,000
8.B	Build a splash park	\$750,000 - \$1,500,000
8.C	Explore an IGA/partnership to secure recreational swimming space.	No capital cost
8.D	Build a competitive swimming pool (50-meter)	\$15,000,000 - \$19,000,000
8.E	Partner with the School District to expand their swimming pool.	Cost Unknown

Note:

1. Estimated costs based on 2018 values.
2. Refer to Section V of this report for more detailed descriptions on each delivery option.

Section II – Market Assessment

Ballard*King & Associates (B*K) has been hired to perform a market analysis and visioning study for the City of Minnetonka, MN.

The following is a summary of the demographic characteristics within an area identified as Primary and Secondary Service Areas for Minnetonka, MN. The Primary Service Area is the combined city limits of Minnetonka and Hopkins. The Secondary Service Area adds the school districts of Hopkins and Minnetonka.

B*K accesses demographic information from Environmental Systems Research Institute (ESRI) who utilizes 2010 Census data and their demographers for 2018-2023 projections. In addition to demographics, ESRI also provides data on housing, recreation, and entertainment spending and adult participation in activities. B*K also uses information produced by the National Sporting Goods Association (NSGA) to overlay onto the demographic profile to determine potential participation in various activities.

Service Areas:

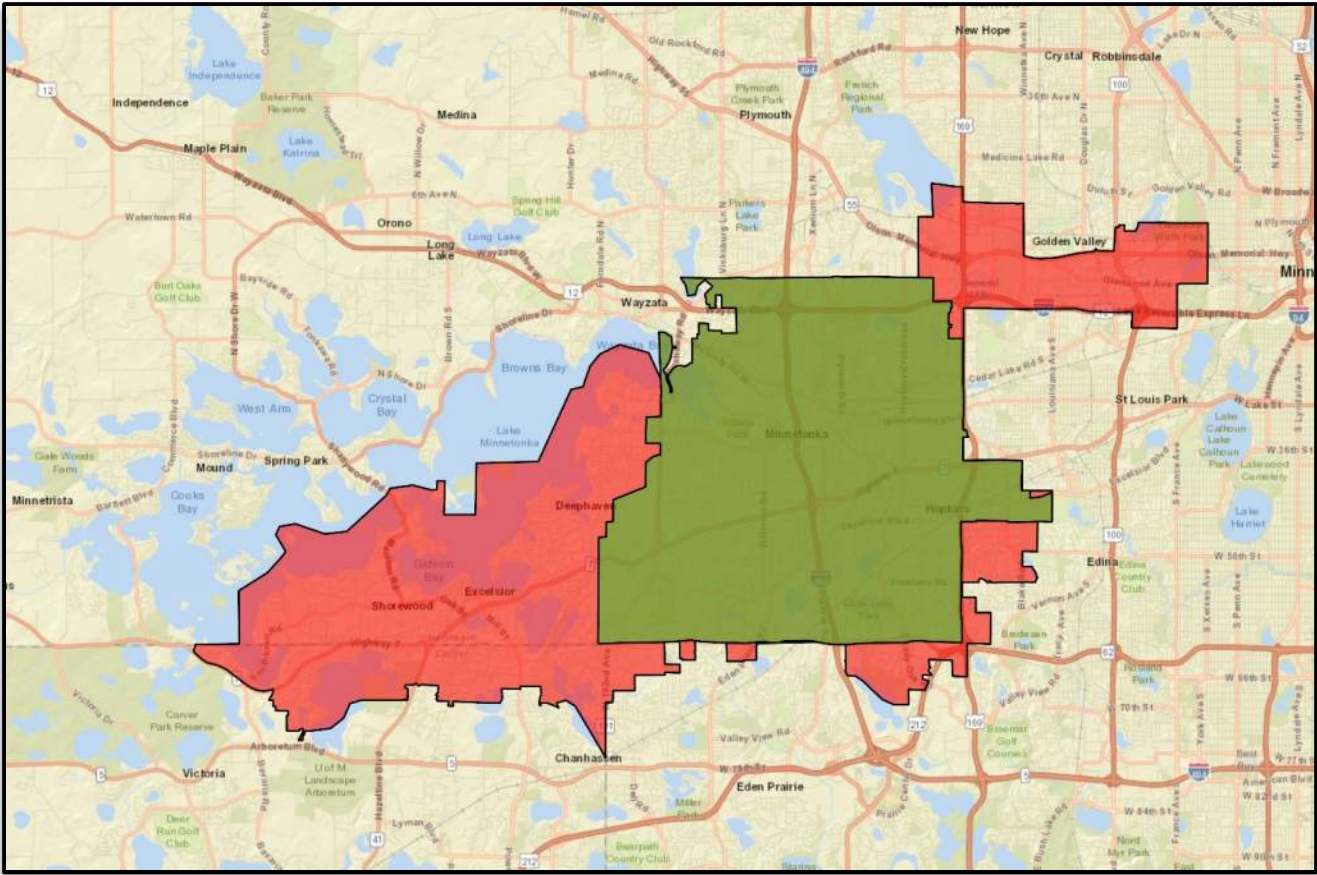
The information provided includes the basic demographics and data for the Primary Service Area with comparison data for the Secondary Service Area as well as the State of Minnesota and the United States.

Secondary Service Areas are determined by the distance people will travel on a regular basis (a minimum of once a week) to utilize recreation facilities. Use by individuals outside of this area will be much more limited and will focus more on special activities or events.

Service areas can flex or contract based upon a facility's proximity to major thoroughfares. Other factors impacting the use as it relates to driving distance are the presence of alternative service providers in the service area. Alternative service providers can influence membership, daily admissions and the associated penetration rates for programs and services.

Service areas can vary in size with the types of components in the facility.

Map A – Service Area Maps



- Green Boundary – Primary Service Area (City of Minnetonka and Hopkins)
- Red Boundary – Secondary Service Area (Hopkins and Minnetonka school districts)

Demographic Summary

	Primary Service Area	Secondary Service Area
Population:		
2010 Census	67,325 ²	108,822 ³
2018 Estimate	72,635	117,164
2023 Estimate	76,494	124,231
Households:		
2010 Census	30,267	47,224
2018 Estimate	32,431	50,491
2023 Estimate	34,095	53,603
Families:		
2010 Census	17,594	28,989
2018 Estimate	18,674	30,733
2023 Estimate	19,519	32,478
Average Household Size:		
2010 Census	2.20	2.29
2018 Estimate	2.22	2.30
2023 Estimate	2.22	2.30
Ethnicity (2018 Estimate):		
Hispanic	4.2%	3.6%
White	82.3%	85.0%
Black	7.3%	5.8%
American Indian	0.3%	0.3%
Asian	5.6%	4.9%
Pacific Islander	0.0%	0.0%
Other	1.6%	1.3%
Multiple	2.9%	2.6%
Median Age:		
2010 Census	42.1	42.5
2018 Estimate	43.5	44.2
2023 Estimate	44.3	44.9
Median Income:		
2018 Estimate	\$79,377	\$89,887
2023 Estimate	\$88,949	\$100,563

² From the 2000-2010 Census, the Primary Service Area experienced a 1.2% decrease in population.

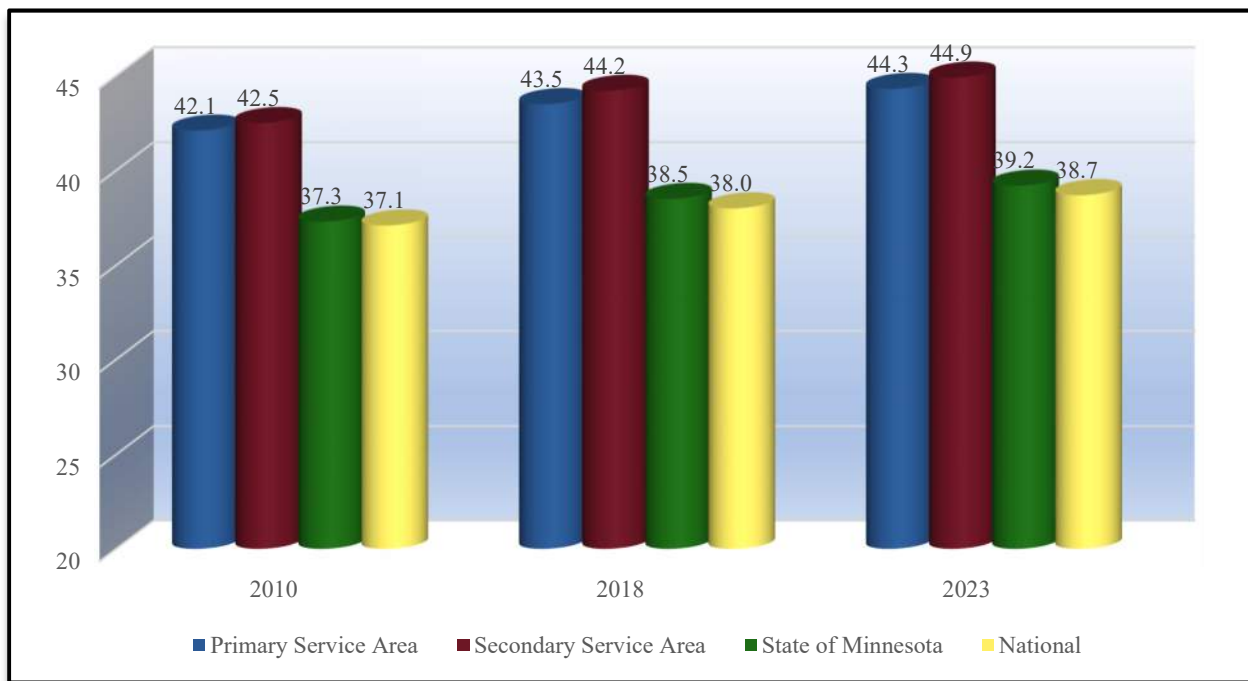
³ From the 2000-2010 Census, the Secondary Service Area experienced a 2.3% increase in population.

Age and Income: The median age and household income levels are compared with the national number as both of these factors are secondary determiners of participation in recreation activities. The lower the median age, the higher the participation rates are for most activities. The level of participation also increases as the median income level goes up.

Table A – Median Age

	2010 Census	2018 Projection	2023 Projection
Primary Service Area	42.1	43.5	44.3
Secondary Service Area	42.5	44.2	44.9
State of Minnesota	37.3	38.5	39.2
Nationally	37.1	38.3	39.0

Chart A – Median Age



The median age in the Primary Service Area is similar to the Secondary Service Area but greater than the State of Minnesota and the National number. A lower median age typically points to the presence of families with children.

The following chart provides the number of households and percentage of households in the Primary and Secondary Service Area with children.

Table B – Households w/ Children

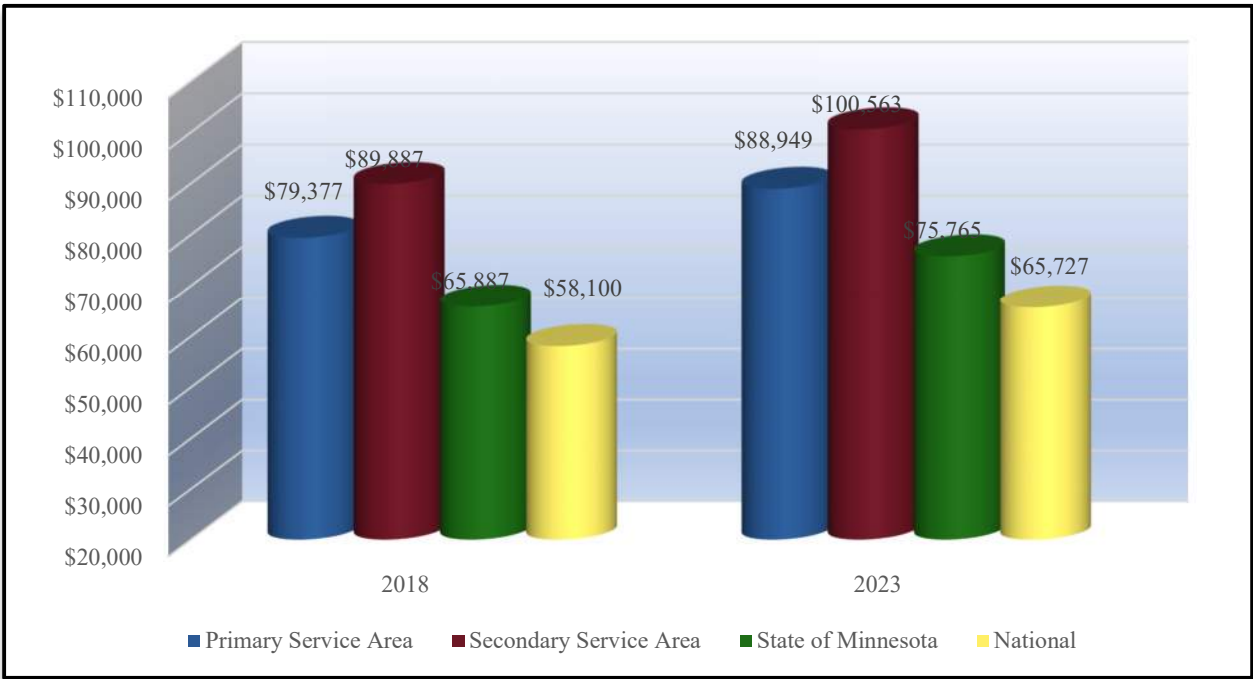
	Number of Households w/ Children	Percentage of Households w/ Children
Primary Service Area	7,767	25.7%
Secondary Service Area	13,098	27.7%
State of Minnesota	658,591	31.6%

The information contained in Table-B helps further outline the presence of families with children. As a point of comparison in the 2010 Census, 33.4% of households nationally had children present.

Table C – Median Household Income

	2018 Projection	2023 Projection
Primary Service Area	\$79,377	\$88,949
Secondary Service Area	\$89,887	\$100,563
State of Minnesota	\$65,887	\$75,765
Nationally	\$58,100	\$65,727

Chart B – Median Household Income



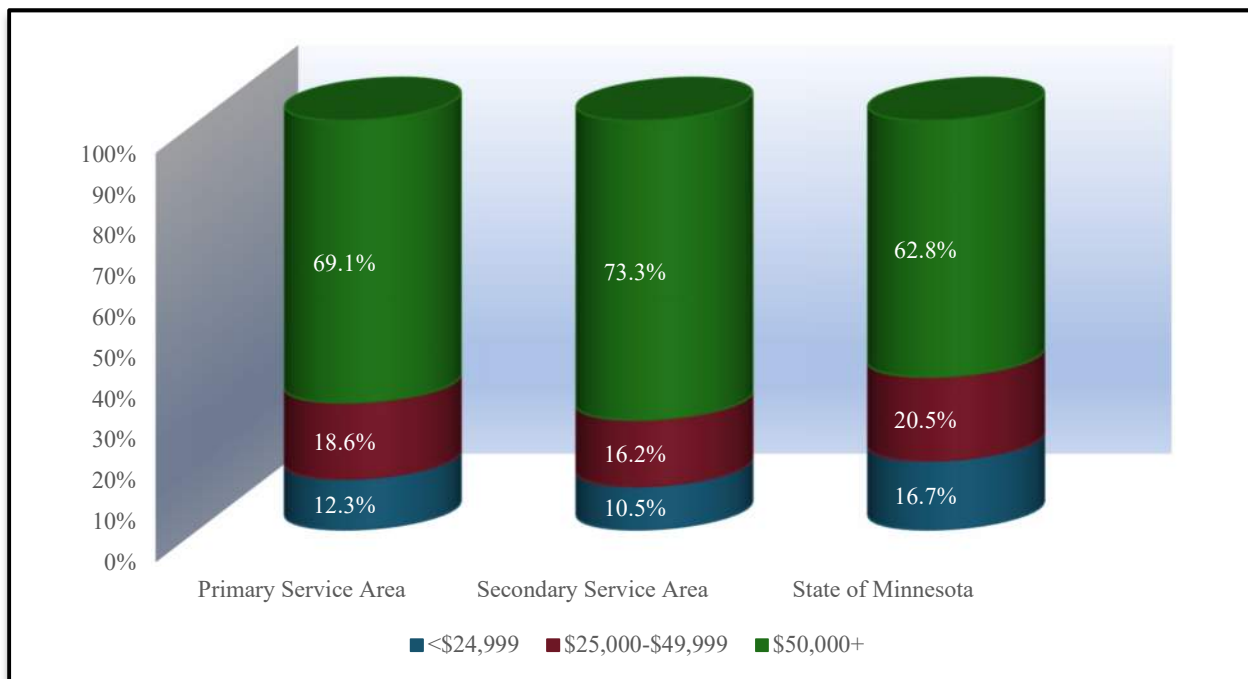
Based on 2018 projections for median household income the following narrative describes the service areas:

In the Primary Service Area, the percentage of households with median income over \$50,000 per year is 69.1% compared to 55.9% on a national level. Furthermore, the percentage of the households in the service area with median income less than \$25,000 per year is 12.3% compared to a level of 21.5% nationally.

In the Secondary Service Area, the percentage of households with median income over \$50,000 per year is 73.3% compared to 55.9% on a national level. Furthermore, the percentage of the households in the service area with median income less than \$25,000 per year is 10.5% compared to a level of 21.5% nationally.

While there is no perfect indicator of use of an indoor recreation facility, the percentage of households with more than \$50,000 median income is a key indicator. Therefore, those numbers are significant and balanced with the overall cost of living.

Chart C – Median Household Income Distribution



In addition to taking a look at Median Age and Median Income, it is important to examine Household Budget Expenditures, in particular, reviewing housing information. Shelter, utilities, fuel and public services, along with entertainment & recreation, can provide a snapshot into the cost of living and spending patterns in the services areas. The table below looks at that information and compares the service areas.

Table D – Household Budget Expenditures⁴

Primary Service Area	SPI	Average Amount Spent	Percent
Housing	137	\$29,834.62	30.8%
<i>Shelter</i>	<i>139</i>	<i>\$23,310.03</i>	<i>24.1%</i>
<i>Utilities, Fuel, Public Service</i>	<i>132</i>	<i>\$6,524.59</i>	<i>6.7%</i>
Entertainment & Recreation	135	\$4,335.21	4.5%

Secondary Service Area	SPI	Average Amount Spent	Percent
Housing	152	\$33,040.81	30.5%
<i>Shelter</i>	<i>154</i>	<i>\$25,819.81</i>	<i>23.9%</i>
<i>Utilities, Fuel, Public Service</i>	<i>146</i>	<i>\$7,221.00</i>	<i>6.7%</i>
Entertainment & Recreation	151	\$4,859.91	4.5%

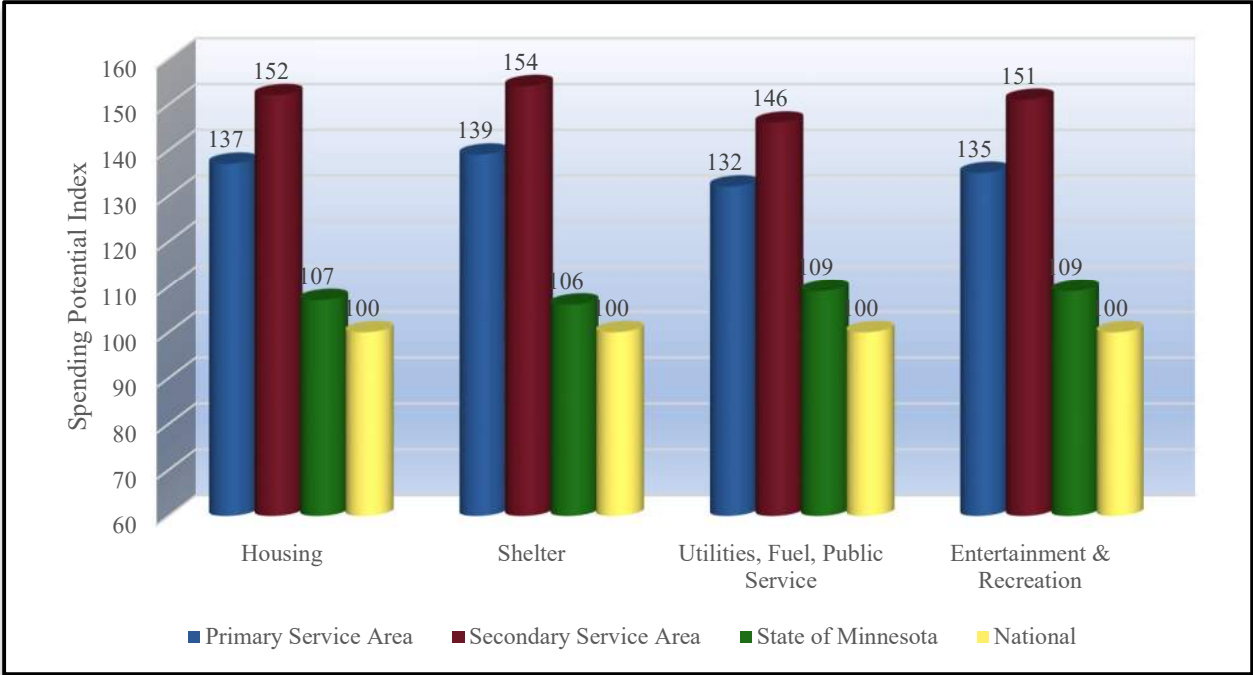
State of Minnesota	SPI	Average Amount Spent	Percent
Housing	107	\$23,218.27	30.2%
<i>Shelter</i>	<i>106</i>	<i>\$17,805.96</i>	<i>23.1%</i>
<i>Utilities, Fuel, Public Service</i>	<i>109</i>	<i>\$5,412.31</i>	<i>7.0%</i>
Entertainment & Recreation	109	\$3,512.61	4.6%

SPI: Spending Potential Index as compared to the National number of 100.
Average Amount Spent: The average amount spent per household.
Percent: Percent of the total 100% of household expenditures.

Note: Shelter along with Utilities, Fuel, Public Service are a portion of the Housing percentage.

⁴ Consumer Spending data are derived from the 2004 and 2005 Consumer Expenditure Surveys, Bureau of Labor Statistics. ESRI forecasts for 2018 and 2023.

Chart D – Household Budget Expenditures Spending Potential Index



Recreation Expenditures Spending Potential Index: Through the demographic provider that B*K utilizes for the market analysis portion of the report, we can examine the overall propensity for households to spend dollars on recreation activities. The following comparisons are possible:

Table E – Recreation Expenditures Spending Potential Index⁵

Primary Service Area	SPI	Average Spent
Fees for Participant Sports	139	\$157.06
Fees for Recreational Lessons	138	\$190.61
Social, Recreation, Club Membership	143	\$322.37
Exercise Equipment/Game Tables	141	\$80.83
Other Sports Equipment	132	\$10.19

Secondary Service Area	SPI	Average Spent
Fees for Participant Sports	159	\$188.19
Fees for Recreational Lessons	161	\$235.81
Social, Recreation, Club Membership	164	\$387.32
Exercise Equipment/Game Tables	160	\$96.86
Other Sports Equipment	150	\$12.02

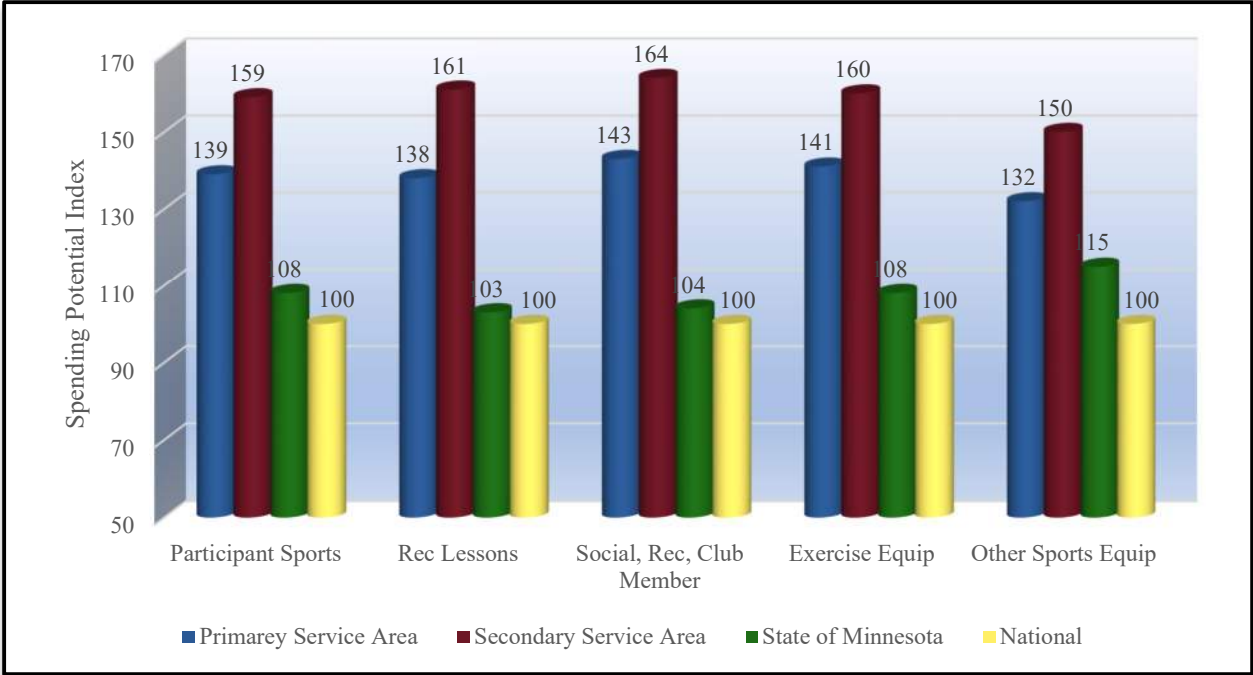
State of Minnesota	SPI	Average Spent
Fees for Participant Sports	108	\$64.36
Fees for Recreational Lessons	103	\$143.01
Social, Recreation, Club Membership	104	\$235.67
Exercise Equipment/Game Tables	108	\$62.24
Other Sports Equipment	115	\$8.85

Average Amount Spent: The average amount spent per household for the service or item in a year.

SPI: Spending potential index as compared to the national number of 100.

⁵ Consumer Spending data are derived from the 2006 and 2007 Consumer Expenditure Surveys, Bureau of Labor Statistics.

Chart E – Recreation Spending Potential Index



Population Distribution by Age: Utilizing census information for the Primary Service Area and Secondary Service Area, the following comparisons are possible.

Table F – 2018 Primary Service Area Age Distribution

(ESRI estimates)

Ages	Population	% of Total	Nat. Population	Difference
0-5	3,555	5.0%	6.0%	-1.0%
6-17	10,401	14.2%	16.3%	-2.1%
18-24	5,256	7.2%	9.7%	-2.5%
25-44	18,313	25.2%	26.4%	-1.2%
45-54	9,162	12.6%	13.0%	-0.4%
55-64	11,344	15.6%	12.9%	+2.7%
65-74	8,132	11.2%	9.2%	+2.0%
75+	6,472	8.9%	6.4%	+2.5%

- Population:** 2018 census estimates in the different age groups in Primary Service Area.
- % of Total:** Percentage of the Primary Service Area population in the age group.
- National Population:** Percentage of the national population in the age group.
- Difference:** Percentage difference between Primary Service Area population and the national population.

The demographic makeup of Primary Service Area, when compared to the characteristics of the national population, indicates that there are some differences with a larger population in the older age groups, 55+ and a smaller population in the younger age groups under 55. The greatest positive variance is in the 55-64 age group with +2.7%, while the greatest negative variance is in the 18-24 age group with -2.5%.

Table G – 2018 Secondary Service Area Age Distribution

(ESRI estimates)

Ages	Population	% of Total	Nat. Population	Difference
0-5	5,526	4.8%	6.0%	-1.2%
6-17	17,721	15.1%	16.3%	-1.2%
18-24	8,463	7.3%	9.7%	-2.4%
25-44	27,955	23.8%	26.4%	-2.6%
45-54	15,753	13.5%	13.0%	+0.5%
55-64	19,170	16.4%	12.9%	+3.5%
65-74	12,876	11.0%	9.2%	+1.8%
75+	9,699	8.3%	6.4%	+1.9%

- Population:** 2018 census estimates in the different age groups in the Secondary Service Area.
- % of Total:** Percentage of the Secondary Service Area population in the age group.
- National Population:** Percentage of the national population in the age group.
- Difference:** Percentage difference between Secondary Service Area population and the national population.

The demographic makeup of the Secondary Service Area, when compared to the characteristics of the national population, indicates that there are some differences with a larger population in the age groups 45+ and a smaller population in the 0-44 age groups. The greatest positive variance is in the 55-64 age group with +3.5%, while the greatest negative variance is in the 25-44 age group with -2.6%.

Population Distribution Comparison by Age: Utilizing census information from the Primary Service Area and Secondary Service Area, the following comparisons are possible:

Table H – 2018 Primary Service Area Population Estimates

(U.S. Census Information and ESRI)

Ages	2010 Census	2018 Projection	2023 Projection	Percent Change	Percent Change Nat'l
-5	3,685	3,555	3,756	+1.9%	+2.5%
6-17	10,382	10,401	10,389	+0.1%	+0.9%
18-24	4,448	5,256	5,383	+21.0%	+0.7%
25-44	17,574	18,313	19,474	+10.8%	+12.5%
45-54	10,778	9,162	8,917	-17.3%	-9.5%
55-64	9,944	11,344	10,768	+8.3%	+17.2%
65-74	4,956	8,132	9,971	+101.2%	+65.8%
75+	5,558	6,472	7,836	+41.0%	+40.2%

Chart F – Primary Service Area Population Growth

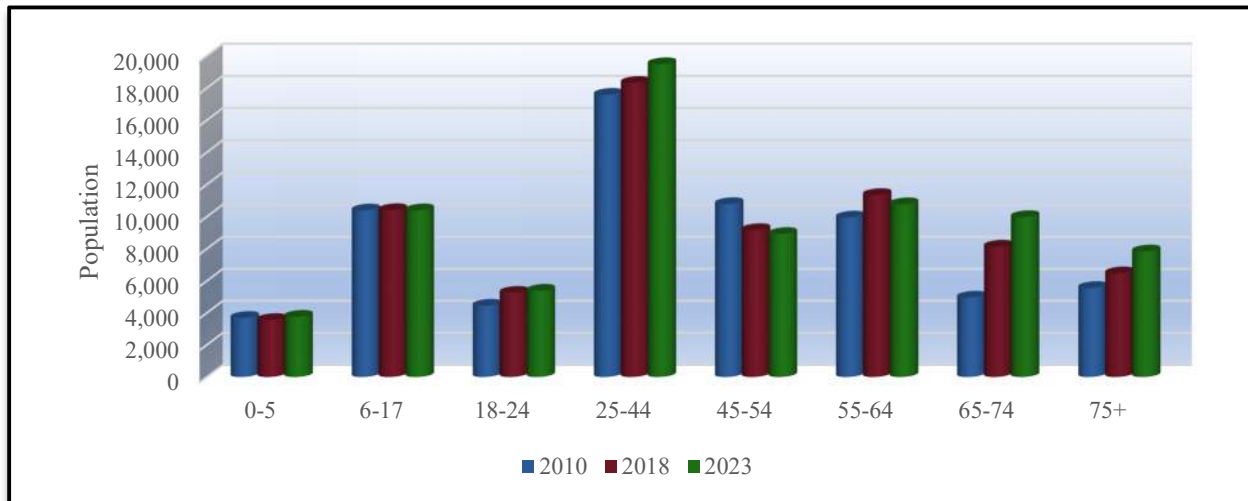


Table-H illustrates the growth or decline in age group numbers from the 2010 census until the year 2023. It is projected all age categories, except 45-54, will see an increase in population. The population of the United States as a whole is aging, and it is not unusual to find negative growth numbers in the younger age groups and significant net gains in the 45 plus age groupings in communities which are relatively stable in their population numbers.

Table I – 2018 Secondary Service Area Population Estimates

(U.S. Census Information and ESRI)

Ages	2010 Census	2018 Projection	2023 Projection	Percent Change	Percent Change Nat'l
-5	5,702	5,526	5,878	3.1%	+2.5%
5-17	18,449	17,721	17,508	-5.1%	+0.9%
18-24	7,042	8,463	8,345	18.5%	+0.7%
25-44	26,681	27,955	30,596	14.7%	+12.5%
45-54	18,921	15,753	14,927	-21.1%	-9.5%
55-64	16,006	19,170	18,587	16.1%	+17.2%
65-74	7,864	12,876	16,189	105.9%	+65.8%
75+	8,156	9,699	12,201	49.6%	+40.2%

Chart I – Secondary Service Area Population Growth

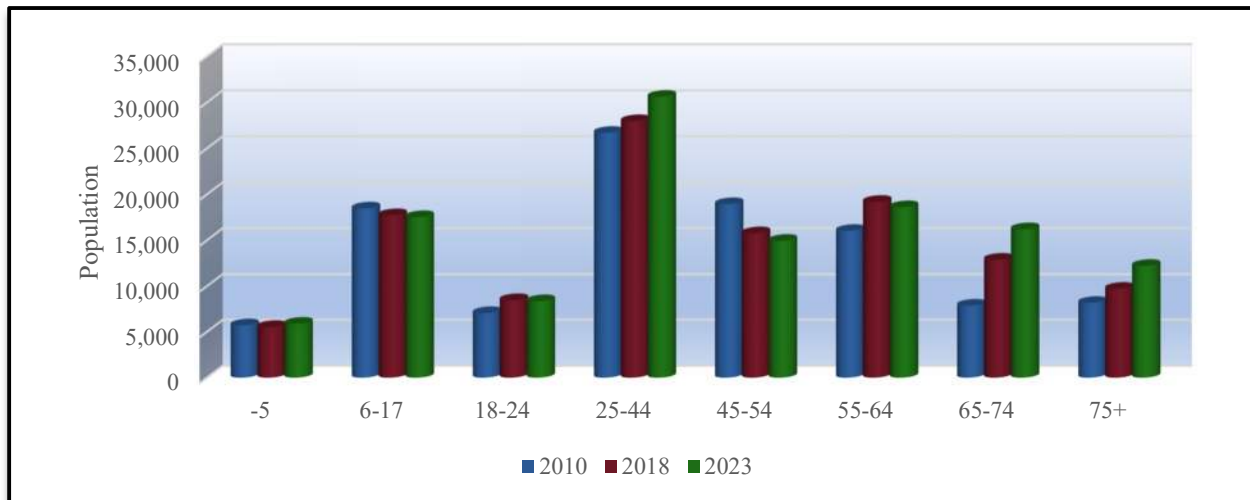


Table-I illustrates the growth or decline in age group numbers from the 2010 census until the year 2023. It is projected that the 5-17 and 45-54 age categories will see a decrease in population. The age categories under 5, 18-24 and over 55 will see an increase. The population of the United States as a whole is aging, and it is not unusual to find negative growth numbers in the younger age groups and significant net gains in the 45 plus age groupings in communities which are relatively stable in their population numbers.

Below is listed the distribution of the population by race and ethnicity for the Primary Service Area and Secondary Service Area for 2018 population projections. Those numbers were developed from 2010 Census Data.

Table J – Primary Service Area Hispanic Population and Median Age 2018

(Source – U.S. Census Bureau and ESRI)

Ethnicity	Total Population	Median Age	% of Population	% of MN Population
Hispanic	3,066	25.6	4.2%	5.5%

Table K – Primary Service Area by Race and Median Age 2018

(Source – U.S. Census Bureau and ESRI)

Race	Total Population	Median Age	% of Population	% of MN Population
White	59,743	48.8	82.3%	82.2%
Black	5,325	27.5	7.3%	6.4%
American Indian	242	33.8	0.3%	1.2%
Asian	4,063	32.6	5.6%	5.1%
Pacific Islander	17	44.2	0.0%	0.1%
Other	1,152	26.6	1.6%	2.2%
Multiple	2,093	15.8	2.9%	2.8%

2018 Primary Service Area Total Population: 72,635 Residents

Chart H – 2018 Primary Service Area Population by Non-White Race

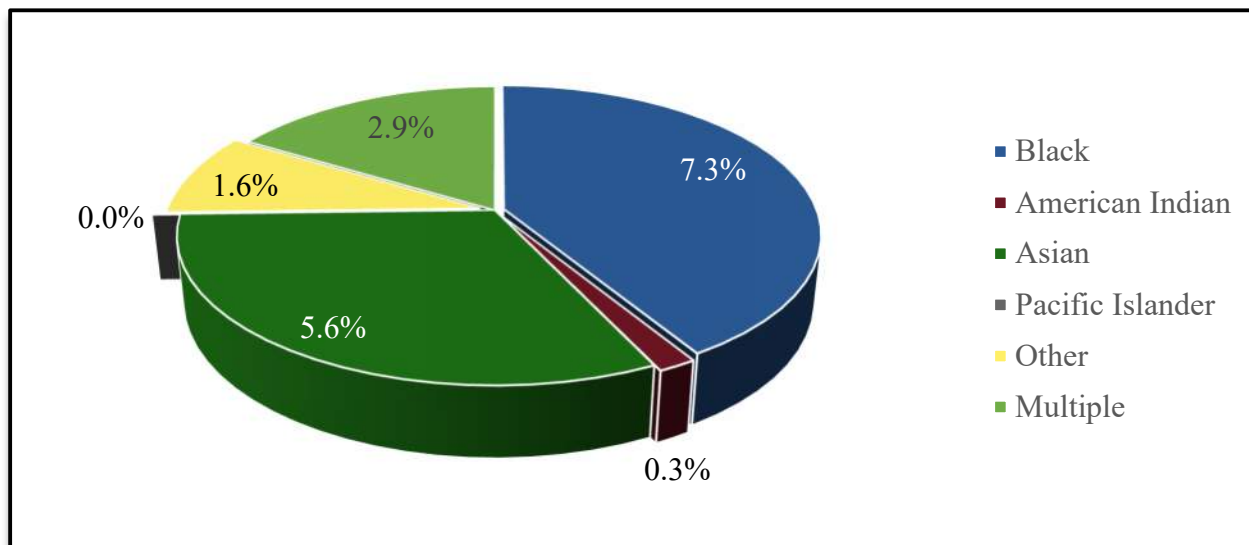


Table L – Secondary Service Area Hispanic Population and Median Age 2018

(Source – U.S. Census Bureau and ESRI)

Ethnicity	Total Population	Median Age	% of Population	% of MN Population
Hispanic	4,252	25.9	3.6%	5.5%

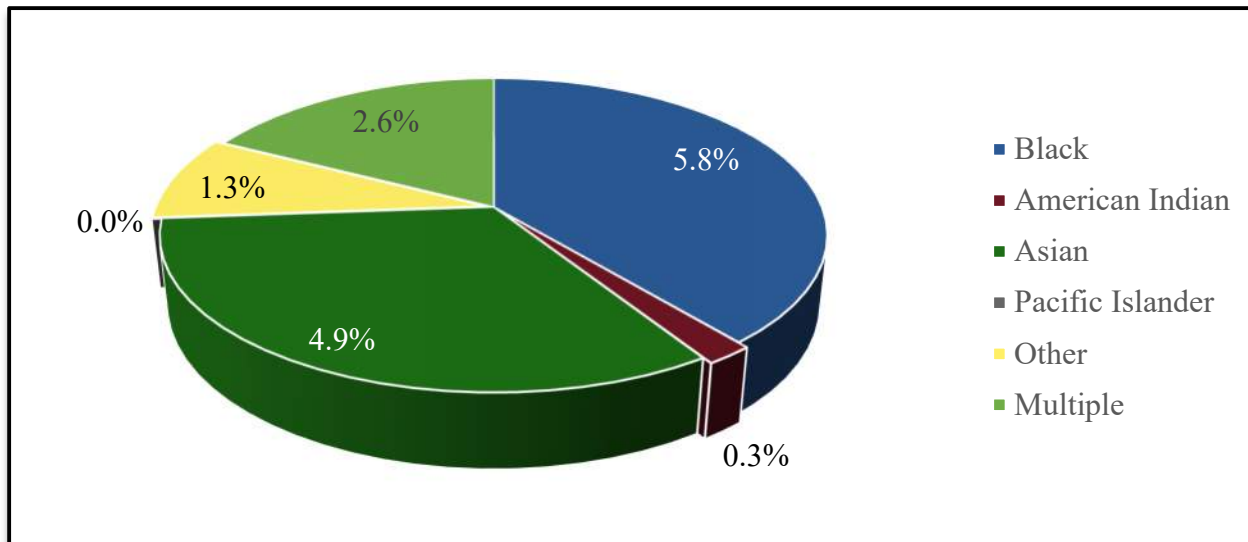
Table M – Secondary Service Area by Race and Median Age 2018

(Source – U.S. Census Bureau and ESRI)

Race	Total Population	Median Age	% of Population	% of MN Population
White	99,582	48.2	85.0%	82.2%
Black	6,839	28.8	5.8%	6.4%
American Indian	354	33.3	0.3%	1.2%
Asian	5,787	32.8	4.9%	5.1%
Pacific Islander	33	41.9	0.0%	0.1%
Other	1,538	26.5	1.3%	2.2%
Multiple	3,035	16.2	2.6%	2.8%

2018 Secondary Service Area Total Population: 117,164 Residents

Chart I – 2018 Secondary Service Area Population by Non-White Race



Demographic Summary

The following summarizes the demographic characteristics of the service areas.

- The population level of 72,636 people within the Primary Service Area is sufficient to support ice sports, indoor recreation, adult sports and youth sports when overlaying National Sporting Goods Association (NSGA) participation statistics on to the demographic profile of the community.
- The median age for the Primary Service Area is higher (5.2 years) than the national number. The growth estimated in the older age groups, particularly the 65-74 age group suggests an aging population. Based on the statistical analysis from NSGA, age is one determining factor that drives participation in recreation and sport activities. NSGA participation tables indicate that there is a correlation between participation rates and median age. Essentially, the younger the median age, the larger the participation percentage.
- The Primary Service Area experienced a steady increase in population since the 2010 Census. This trend is expected to continue over the next 5 years with population in the service area reaching a population of 76,494 which is a 5.3% increase. This demographic trend points to growing population and should result in continued strong participation and support for recreation and sport activities.
- The percent of households with children in the primary service area is 25.7% compared to the national level of 33.4%.
- The higher median age combined with the lower percent of households with children suggest that the primary service area will experience a housing turnover in the next 5-10 years.
- The median household income within the Primary Service Area is 36% higher than the national level. Furthermore, the percent of households with income over \$50,000 is 69.1% compared to a national level of 55.9%. Household income is another one of the primary determining factors that drives participation in recreation and sports.
- The Spending Potential Index for housing in the primary service area is 37% higher than the national level while the median HH income is 36% above the national level. This suggests a normal level of disposable income.
- Based on the population, age group distribution and household income levels, the overall market conditions for recreation and sports activities in the primary service area are favorable.

Section III – Participation, Trends & Providers

Participation Numbers: On an annual basis, the National Sporting Goods Association (NSGA) conducts an in-depth study and survey of how Americans spend their leisure time. This information provides the data necessary to overlay rate of participation onto the Secondary Service Area to determine market potential. The information contained in this section of the report utilizes the NSGA’s most recent survey. Data was collected in 2017 and the report was issued in June of 2018.

B*K takes the national average and combines that with participation percentages of the Secondary Service Area based upon age distribution, median income, region and national number. Those four percentages are then averaged together to create a unique participation percentage for the service area. This participation percentage when applied to the population of the Secondary Service Area then provides an idea of the market potential for various activities.

Community Recreation Related Activities Participation: NSGA tracks participation by age, income levels, region of the country and nationally. The table below represents the average participation rate based on the four criteria tracked by NSGA for the activities listed below.

Table N – Participation Rates for Primary Service Area

	Average
Exercise Walking	37.1%
Exercise w/Equipment	19.7%
Swimming	17.3%
Aerobics	15.6%
Running/Jogging	15.3%
Weight Lifting	13.2%
Bicycle Riding	13.1%
Workout at Clubs	13.0%
Hiking	12.0%
Yoga	10.3%
Basketball	8.6%
Golf	7.1%
Soccer	5.1%
Baseball	4.5%
Tennis	4.1%
Volleyball	4.0%
Ice Skating	3.4%
Softball	3.7%
Football (Tackle)	2.9%
Football (Flag)	2.3%
Gymnastics	2.2%
Martial Arts/MMA	2.2%
Ice Hockey	1.6%
Pilates	1.4%
Lacrosse	1.1%

Average: Average of the participation rate based on the four criteria tracked by NSGA (age, income, region and national).

Table O – Participation Rates for Secondary Service Area

	Average
Exercise Walking	37.1%
Exercise w/Equipment	19.7%
Swimming	17.4%
Aerobics	15.6%
Running/Jogging	15.3%
Bicycle Riding	13.2%
Weight Lifting	13.2%
Workout at Clubs	13.0%
Hiking	12.0%
Yoga	10.2%
Basketball	8.6%
Golf	7.1%
Soccer	5.1%
Baseball	4.5%
Tennis	4.1%
Volleyball	4.0%
Softball	3.7%
Figure Skating	3.4%
Football (tackle)	2.9%
Football (flag)	2.3%
Gymnastics	2.2%
Martial Arts/MMA	2.2%
Hockey (ice)	1.6%
Pilates	1.4%
Lacrosse	1.1%

Average: Average of the participation rate based on the four criteria tracked by NSGA (age, income, region and national).

Anticipated Participation Number: Utilizing the average percentage from Table-A above plus the 2010 census information and census estimates for 2018 and 2023 (over age 7), the following comparisons are available:

Table P –Participation Growth or Decline in Primary Service Area

	Average	2010 Population	2018 Population	2023 Population	Difference 2010-2023
Exercise Walking	37.1%	23,046	25,063	26,411	3,365
Exercise w/ Equipment	19.7%	12,252	13,324	14,041	1,789
Swimming	17.3%	10,786	11,730	12,361	1,575
Aerobics	15.6%	9,718	10,568	11,137	1,419
Running/Jogging	15.3%	9,525	10,358	10,915	1,391
Weight Lifting	13.2%	8,187	8,904	9,383	1,196
Bicycle Riding	13.1%	8,174	8,890	9,368	1,194
Workout at Clubs	13.0%	8,090	8,798	9,271	1,181
Hiking	12.0%	7,472	8,126	8,563	1,091
Yoga	10.3%	6,378	6,936	7,310	931
Basketball	8.6%	5,362	5,831	6,144	783
Golf	7.1%	4,423	4,810	5,069	646
Soccer	5.1%	3,143	3,418	3,602	459
Baseball	4.5%	2,785	3,028	3,191	407
Tennis	4.1%	2,556	2,780	2,929	373
Volleyball	4.0%	2,463	2,679	2,823	360
Softball	3.7%	2,299	2,501	2,635	336
Ice/Figure Skating	3.4%	2,135	2,322	2,447	312
Football (tackle)	2.9%	1,788	1,945	2,050	261
Football (flag)	2.3%	1,449	1,576	1,661	212
Martial Arts/MMA	2.2%	1,378	1,498	1,579	201
Gymnastics	2.2%	1,350	1,468	1,547	197
Hockey (ice)	1.6%	982	1,068	1,125	143
Pilates	1.4%	872	949	1,000	127
Lacrosse	1.1%	662	720	758	97

Table Q – Participation Growth or Decline in Secondary Service Area

	Average	2010 Population	2018 Population	2023 Population	Difference 2010-2023
Exercise Walking	37.1%	37,285	40,482	42,954	5,669
Exercise w/ Equipment	19.7%	19,807	21,506	22,819	3,011
Swimming	17.4%	17,491	18,991	20,150	2,659
Aerobics	15.6%	15,712	17,059	18,101	2,389
Running/Jogging	15.3%	15,409	16,730	17,752	2,343
Bicycle Riding	13.2%	13,267	14,405	15,284	2,017
Weight Lifting	13.2%	13,238	14,373	15,250	2,013
Workout at Clubs	13.0%	13,067	14,188	15,054	1,987
Hiking	12.0%	12,090	13,127	13,928	1,838
Yoga	10.2%	10,300	11,183	11,866	1,566
Basketball	8.6%	8,693	9,439	10,015	1,322
Golf	7.1%	7,159	7,773	8,248	1,089
Soccer	5.1%	5,103	5,540	5,878	776
Baseball	4.5%	4,519	4,907	5,206	687
Tennis	4.1%	4,138	4,493	4,767	629
Volleyball	4.0%	3,996	4,339	4,604	608
Softball	3.7%	3,733	4,053	4,301	568
Ice/Figure Skating	3.4%	3,465	3,762	3,991	527
Football (tackle)	2.9%	2,906	3,156	3,348	442
Football (flag)	2.3%	2,352	2,554	2,709	358
Martial Arts/MMA	2.2%	2,232	2,423	2,571	339
Gymnastics	2.2%	2,192	2,380	2,526	333
Hockey (ice)	1.6%	1,591	1,727	1,833	242
Pilates	1.4%	1,411	1,532	1,625	214
Lacrosse	1.1%	1,076	1,169	1,240	164

Participation by Ethnicity and Race: The table below compares the overall rate of participation nationally with the rate for Hispanics and African Americans. Utilizing information provided by the National Sporting Goods Association's 2017 survey, the following comparisons are possible:

Table R – Comparison of National, African American and Hispanic Participation Rates

Indoor Activity	Primary Service Area	National Participation	African American Participation	Hispanic Participation
Aerobics	15.6%	15.2%	14.5%	11.4%
Baseball	4.5%	4.1%	2.6%	3.4%
Basketball	8.6%	8.3%	12.2%	7.9%
Bicycle Riding	13.1%	12.3%	8.0%	10.2%
Exercise Walking	37.1%	35.4%	29.4%	25.6%
Exercise w/ Equipment	19.7%	18.8%	15.8%	15.0%
Football (flag)	2.3%	2.2%	3.0%	2.0%
Football (tackle)	2.9%	2.5%	3.9%	1.4%
Golf	7.1%	6.1%	2.3%	2.6%
Gymnastics	2.2%	2.0%	2.3%	1.6%
Hiking	12.0%	14.9%	5.1%	11.4%
Hockey (ice)	1.6%	1.1%	0.3%	0.5%
Ice/Figure Skating	3.4%	3.0%	1.0%	1.4%
Lacrosse	1.1%	1.0%	0.6%	0.9%
Martial Arts/MMA	2.2%	2.0%	1.6%	1.8%
Pilates	1.4%	1.9%	1.9%	1.8%
Running/Jogging	15.3%	14.8%	14.0%	14.9%
Soccer	5.1%	4.9%	2.8%	6.2%
Softball	3.7%	3.3%	2.8%	2.1%
Swimming	17.3%	16.2%	10.2%	12.9%
Tennis	4.1%	4.2%	3.2%	3.6%
Volleyball	4.0%	3.6%	3.4%	3.2%
Weight Lifting	13.2%	12.4%	13.2%	10.5%
Workout at Clubs	13.0%	12.7%	12.0%	11.2%
Yoga	10.3%	10.0%	8.5%	9.0%
Did Not Participate	26.4%	22.8%	26.6%	26.6%

Secondary Service Part:

National Rate:

African American Rate:

Hispanic Rate:

The unique participation percentage developed for Primary Service Area.

The national percentage of individuals who participate in the given activity.

The percentage of African-Americans who participate in the given activity.

The percentage of Hispanics who participate in the given activity.

Table S – Comparison of National, African American and Hispanic Participation Rates

Indoor Activity	Secondary Service Area	National Participation	African American Participation	Hispanic Participation
Aerobics	15.6%	15.2%	14.5%	11.4%
Baseball	4.5%	4.1%	2.6%	3.4%
Basketball	8.6%	8.3%	12.2%	7.9%
Bicycle Riding	13.2%	12.3%	8.0%	10.2%
Exercise Walking	37.1%	35.4%	29.4%	25.6%
Exercise w/ Equipment	19.7%	18.8%	15.8%	15.0%
Football (flag)	2.3%	2.2%	3.0%	2.0%
Football (tackle)	2.9%	2.5%	3.9%	1.4%
Golf	7.1%	6.1%	2.3%	2.6%
Gymnastics	2.2%	2.0%	2.3%	1.6%
Hiking	12.0%	14.9%	5.1%	11.4%
Hockey (ice)	1.6%	1.1%	0.3%	0.5%
Ice/Figure Skating	3.4%	3.0%	1.0%	1.4%
Lacrosse	1.1%	1.0%	0.6%	0.9%
Martial Arts/MMA	2.2%	2.0%	1.6%	1.8%
Pilates	1.4%	1.9%	1.9%	1.8%
Running/Jogging	15.3%	14.8%	14.0%	14.9%
Soccer	5.1%	4.9%	2.8%	6.2%
Softball	3.7%	3.3%	2.8%	2.1%
Swimming	17.4%	16.2%	10.2%	12.9%
Tennis	4.1%	4.2%	3.2%	3.6%
Volleyball	4.0%	3.6%	3.4%	3.2%
Weight Lifting	13.2%	12.4%	13.2%	10.5%
Workout at Clubs	13.0%	12.7%	12.0%	11.2%
Yoga	10.2%	10.0%	8.5%	9.0%
Did Not Participate	21.2%	22.8%	26.6%	26.6%

Secondary Service Part:

National Rate:

African American Rate:

Hispanic Rate:

The unique participation percentage developed for Secondary Service Area.

The national percentage of individuals who participate in the given activity.

The percentage of African-Americans who participate in the given activity.

The percentage of Hispanics who participate in the given activity.

Summary of Sports Participation: The following chart summarizes participation for activities utilizing information from the 2017 National Sporting Goods Association survey:

Table T – Sports Participation Summary

Sport	Nat'l Rank ⁶	Nat'l Participation (in millions)
Exercise Walking	1	105.7
Exercising w/ Equipment	2	57.1
Swimming	3	45.6
Aerobic Exercising	4	45.6
Running/Jogging	5	44.9
Hiking	6	42.9
Camping	7	40.4
Workout @ Club	8	37.8
Bicycle Riding	9	36.2
Weight Lifting	10	35.6
Bowling	11	34.0
Fishing (fresh water)	12	29.7
Yoga	13	29.6
Basketball	14	24.6
Billiards/Pool	15	21.0
Target Shooting (live ammunition)	16	20.1
Golf	17	17.9
Hunting w/ Firearms	18	17.7
Boating (motor/power)	19	14.9
Soccer	20	14.3
Backpack/Wilderness Camping	21	12.4
Tennis	22	12.3
Baseball	23	12.1
Volleyball	24	10.5
Table Tennis/Ping Pong	25	10.2
Kayaking	26	10.0
Softball	27	9.8
Football (touch)	28	9.5
Fishing (salt water)	29	9.2
Dart Throwing	30	9.0

Nat'l Rank: Popularity of sport based on national survey.
Nat'l Participation: Population that participate in this sport on national survey.

⁶ This rank is based upon the 55 activities reported on by NSGA in their 2017 survey instrument.

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Sport	Nat'l Rank ⁷	Nat'l Participation (in millions)
Ice/Figure Skating	31	8.8
Archery (Target)	32	8.0
Canoeing	33	7.9
Football (tackle)	34	7.5
Football (flag)	35	6.5
Gymnastics	36	6.0
Martial Arts / MMA	37	6.0
Hunting w/ Bow & Arrow	38	5.9
Skiing (alpine)	39	5.9
Pilates	40	5.7
Mountain Biking (off road)	41	5.6
Skateboarding	42	5.5
Paintball Games	43	5.3
Target Shooting (airgun)	44	4.8
In-Line Roller Skating	45	4.5
Snowboarding	46	4.1
Water Skiing	47	3.8
Boxing	48	3.7
Cheerleading	49	3.5
Hockey (ice)	50	3.3
Wrestling	51	3.2
Lacrosse	52	2.9
Muzzleloading	53	2.7
Scuba Diving (open water)	54	2.5
Skiing (cross country)	55	2.3

Nat'l Rank: Popularity of sport based on national survey.
Nat'l Participation: Population that participate in this sport on national survey.

⁷ This rank is based upon the 55 activities reported on by NSGA in their 2017 survey instrument. Pickleball is an emerging sport that is gaining popularity around the country but did not crack the top 55 activities in the NSGA survey.

Participation by Age Group: Within the NSGA survey, participation is broken down by age groups. As such B*K can identify the top 3 age groups participating in the activities reflected in this report.

Chart U – Participation by Age Group:

Activity	Largest	Second Largest	Third Largest
Aerobic Exercising	35-44	25-34	45-54
Archery (Target)	12-17	25-34	7-11
Backpack/Wilderness Camping	25-34	45-54	35-44
Baseball	12-17	7-11	25-34
Basketball	12-17	25-34	18-24
Bicycle Riding	7-11	45-54	55-64/35-44
Billiards/Pool	25-34	35-44	18-24
Boating (motor/power)	55-64	45-54	25-34
Bowling	25-34	35-44	45-54
Boxing	25-34	18-24	35-44
Camping (Vacation/Overnight)	25-34	35-44	45-54
Canoeing	25-34	35-44	45-54
Cheerleading	12-17	7-11	18-24
Dart Throwing	25-34	45-54	35-44
Exercise Walking	55-64	45-54	65-74
Exercising w/ Equipment	45-54	35-44	25-34/55-64
Fishing (fresh water)	55-64	45-54	35-44
Fishing (salt water)	25-34	45-54	55-64
Football (flag)	7-11	12-17	25-34
Football (tackle)	12-17	25-34	18-24
Football (touch)	12-17	25-34	7-11
Golf	55-64	45-54	35-44
Gymnastics	7-11	12-17	25-34
Hiking	25-34	45-54	35-44
Hockey (ice)	25-34	12-17	7-11
Hunting w/ Bow & Arrow	25-34	35-44	45-54
Hunting w/ Firearms	45-54	35-44	25-34
Ice/Figure Skating	7-11	12-17	18-24
In-Line Roller Skating	7-11	12-17	25-34
Kayaking	25-34	35-44	45-54

Largest: Age group with the highest rate of participation.
Second Largest: Age group with the second highest rate of participation.
Third Largest: Age group with the third highest rate of participation.

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Activity	Largest	Second Largest	Third Largest
Lacrosse	12-17	7-11	25-34
Martial Arts / MMA	7-11	25-34	18-24/35-44
Mountain Biking (off road)	25-34	35-44	45-54
Muzzleloading	45-54	18-24	25-34
Paintball Games	12-17	25-34	18-24
Pilates	25-34	35-44	45-54
Running/Jogging	25-34	35-44	18-24
Scuba Diving (open water)	25-34	45-54	18-24
Skateboarding	12-17	18-24	7-11
Skiing (alpine)	45-54	25-34	35-44/55-64
Skiing (cross country)	25-34	35-44	55-64
Snowboarding	25-34	12-17	18-24
Soccer	7-11	12-17	25-34
Softball	12-17	25-34	7-11
Swimming	35-44	45-54	12-17
Table Tennis/Ping Pong	25-34	18-24	35-44
Target Shooting (airgun)	25-34	45-54	35-44
Target Shooting (live ammunition)	25-34	55-64	35-44/45-54
Tennis	25-34	35-44	45-54
Volleyball	12-17	25-34	18-24
Water Skiing	25-34	35-44	18-24
Weight Lifting	25-34	35-44	45-54
Workout @ Club	25-34	35-44	45-54
Wrestling	12-17	18-24	25-34
Yoga	25-34	35-44	45-54

Largest: Age group with the highest rate of participation.
Second Largest: Age group with the second highest rate of participation.
Third Largest: Age group with the third highest rate of participation.

Market Potential Index for Adult Participation: In addition to examining the participation numbers for various activities through the NSGA 2017 Survey and the Spending Potential Index for Entertainment & Recreation, B*K can access information about Sports & Leisure Market Potential. The following information illustrates participation rates for adults in various activities.

Table V – Market Potential Index for Adult Participation in Activities in Primary Service Area

Adults participated in:	Expected Number of Adults	Percent of Population	MPI
Yoga	6,397	10.9%	134
Golf	6,545	11.2%	129
Hiking	9,182	15.6%	129
Aerobics	5,730	9.8%	124
Running/Jogging	9,426	16.1%	124
Weight Lifting	7,517	12.8%	122
Tennis	2,472	4.2%	121
Bicycle Riding	7,224	12.3%	121
Exercise Walking	17,007	29.0%	119
Swimming	11,297	19.3%	119
Pilates	1,960	3.3%	119
Ice/Figure Skating	2,047	3.5%	117
Baseball	2,511	4.3%	103
Basketball	4,837	8.2%	100
Football	2,507	4.3%	97
Softball	1,501	2.6%	93
Volleyball	1,619	2.8%	84

Expected # of Adults: Number of adults, 18 years of age and older, participating in the activity in Primary Service Area.

Percent of Population: Percent of the service area that participates in the activity.

MPI: Market potential index as compared to the national number of 100.

This table indicates that the overall propensity for adults to participate in the activities listed is greater than the national number of 100 in all instances. In many cases when a participation number is lower than the National number, secondary factors include a lack of facilities or an inability to pay for services and programs.

Table W – Market Potential Index for Adult Participation in Activities in Secondary Service Area

Adults participated in:	Expected Number of Adults	Percent of Population	MPI
Hiking	16,009	17.0%	141
Yoga	10,718	11.4%	140
Golf	11,357	12.1%	140
Ice/Figure Skating	3,766	4.0%	134
Running/Jogging	16,072	17.1%	132
Weight Lifting	12,893	13.7%	131
Bicycle Riding	12,404	13.2%	130
Tennis	4,246	4.5%	130
Pilates	3,408	3.6%	130
Aerobics	9,579	10.2%	130
Exercise Walking	28,568	30.4%	125
Swimming	19,072	20.3%	125
Baseball	4,084	4.3%	105
Basketball	7,972	8.5%	103
Football	4,221	4.5%	102
Softball	2,372	2.5%	92
Volleyball	2,706	2.9%	88

Sports Participation Trends: Below are listed several sports activities and the percentage of growth or decline that each has experienced nationally over the last ten years (2008-2017).

Table X – National Activity Trend (in millions)

Increasing in Popularity

	2008 Participation	2017 Participation	Percent Change
Yoga	13.0	29.6	127.7%
Kayaking	4.9	10.0	104.1%
Hockey (ice)	1.9	3.3	73.7%
Gymnastics	3.9	6.0	53.8%
Skiing (cross country)	1.6	2.3	43.8%
Running/Jogging	30.9	43.8	41.7%
Aerobic Exercising	32.2	44.9	39.4%
Hiking	33.1	43.9	32.6%
Cheerleading	2.9	3.5	20.7%
Archery (Target)	7.1	8.0	12.7%
Lacrosse	2.6	2.9	11.5%
Exercise Walking	96.6	104.5	8.2%
Weight Lifting	33.9	36.5	7.7%
Ice/Figure Skating	8.2	8.8	7.3%
Wrestling	3.0	3.2	6.7%
Soccer	13.5	14.3	5.9%
Pilates	5.5	5.7	3.6%
Football (touch)	9.3	9.5	2.2%
Exercising w/ Equipment	55.0	55.5	0.9%
Scuba Diving (open water)	2.5	2.5	0.0%

2017 Participation: The number of participants per year in the activity (in millions) in the United States.

2008 Participation: The number of participants per year in the activity (in millions) in the United States.

Percent Change: The percent change in the level of participation from 2008 to 2017.

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Decreasing in Popularity

	2008 Participation	2017 Participation	Percent Change
Target Shooting (live ammunition)	20.3	20.1	-1.0%
Fishing (salt water)	9.4	9.2	-2.1%
Tennis	12.6	12.3	-2.4%
Boxing	3.8	3.7	-2.6%
Football (flag)	6.7	6.5	-3.0%
Target Shooting (airgun)	5.0	4.8	-4.0%
Basketball	25.7	24.6	-4.3%
Backpack/Wilderness Camping	13.0	12.4	-4.6%
Workout @ Club	39.3	37.4	-4.8%
Hunting w/ Bow & Arrow	6.2	5.9	-4.8%
Hunting w/ Firearms	18.8	17.7	-5.9%
Bicycle Riding	38.7	36.4	-5.9%
Martial Arts / MMA	6.4	6.0	-6.3%
Baseball	13.3	12.1	-9.0%
Skiing (alpine)	6.5	5.9	-9.2%
Swimming	53.5	47.9	-10.5%
Volleyball	12.2	10.5	-13.9%
Camping (Vacation/Overnight)	49.4	42.1	-14.8%
Muzzleloading	3.4	2.7	-20.6%
Paintball Games	6.7	5.3	-20.9%
Football (tackle)	9.5	7.5	-21.1%
Fishing (fresh water)	37.8	29.7	-21.4%
Golf	23.2	17.9	-22.8%
Canoeing	10.3	7.9	-23.3%
Table Tennis/Ping Pong	13.3	10.2	-23.3%
Softball	12.8	9.8	-23.4%
Bowling	44.7	34.0	-23.9%
Dart Throwing	12.2	9.0	-26.2%
Snowboarding	5.9	4.1	-30.5%
Water Skiing	5.6	3.8	-32.1%
Billiards/Pool	31.7	21.0	-33.8%
Skateboarding	9.8	5.5	-43.9%
Mountain Biking (off road)	10.2	5.6	-45.1%
Boating (motor/power)	27.8	14.9	-46.4%
In-Line Roller Skating	9.3	4.5	-51.6%

2017 Participation: The number of participants per year in the activity (in millions) in the United States.

2008 Participation: The number of participants per year in the activity (in millions) in the United States.

Percent Change: The percent change in the level of participation from 2008 to 2017.

Recreation Trends

Fieldhouse

Over the last five to ten years one of the greatest trends in indoor community-based recreation facilities has been the fieldhouse. In the past, the focus for indoor facilities was more on the hard-court sports of basketball and volleyball as well as other activities that could take place in a gymnasium setting. Field sports (football, soccer, lacrosse, field hockey and even baseball and softball) would have to make do with gym space and usually with a low priority of use compared to other activities. With this concept, there was the recognition that there was too great of demand for gymnasium space to adequately serve the needs of field sports plus the fact that the hard-court surface was not conducive to these turf activities. As a result, the fieldhouse, which was once primarily seen only on college campuses, began to be built to serve the needs of local field sports programs for both youth and adults. The original market was geared toward youth sports teams, but it quickly became apparent that there was also a sizeable adult market in most communities as well.

The fieldhouse concept has also evolved during the last five to ten years. The early model consisted of a turfed surface bordered by a hockey style dasher board system with inset goals. This was done to primarily support indoor soccer. With the desire to increase the market for fieldhouses beyond just soccer (and to more closely replicate the outdoor game), more facilities are now open field concept rather than dasher boards. This allows sports such as football, and even baseball and softball, to be played or practiced more effectively. The open field concept is also more conducive to the variation of soccer called futsal.

Fieldhouses, due to their size and unique market focus, can be built as standalone facilities or as part of a larger building that has other more traditional sports activities (fitness, basketball, volleyball and swimming). Increasingly, there has been a movement to build these types of indoor facilities in or next to large athletic field complexes with the ability to market directly to these users.

Despite their large size, fieldhouses have proven to be economically viable with low operating costs (staff and utilities) and this has been evidenced by the number of private facilities that are available. In addition to lower costs of operation, field sports teams and groups have been willing to pay reasonably high rental rates for general field use and for leagues and tournaments.

Most publicly operated fieldhouses offer a full complement of sports leagues for both youth and adults. While soccer continues to remain the primary sport, lacrosse, football, field hockey and even rugby leagues can be found at many facilities. In addition, most fieldhouses offer a wide range of tournaments, camps, and clinics as well as having field rental time available. During the high season (typically November through March), it is not unusual to have fieldhouses operating until midnight or later seven nights a week. Most fieldhouse facilities do not open until early afternoon during the school year unless there are other programs available (seniors, home school, pre-school, etc.).

Gymnasium

Gymnasium space, by virtue of its programming flexibility, has a wide base appeal that serves sports like basketball, volleyball, badminton, and pickleball along with general recreation and support for youth programs. Basketball participation has increased over the past 10 years and Pickleball is an emerging sport that has strong participation from seniors but can be played by all ages. Although pickleball courts are starting

to populate the park and outdoor landscape, access to indoor space is rather limited. Multiple pickleball courts can easily be accommodated within a gymnasium facility.

Ice Arena

Growth in ice hockey has continued and according to USA Hockey, the number of youth players registered in the U.S. increased about 8.7% between the 2012-2013 and 2016-2017 seasons. A contributing factor that is a challenge for hockey nationally is the relatively high cost for participation. Ice hockey is an expensive sport for participants that requires a significant outlay of capital for registration fees, tournaments, equipment and travel costs.

Nationally, figure skating programs have seen a slight increase in participation recently. United States Figure Skating (USFS) reports that participation in the basic skills program increased 3% over the previous year (2014-2015). Basic Skills participation grew to over 122,000 participants in over 1,000 certified programs across the country. The average number of basic skills participants at each certified rink is 120 participants. USFS has diversified its Basic Skill program offering to expand the skating opportunities for the beginner by including pre-school skating, adult, hockey, speed skating, free skate, synchronized skating, theater on ice, artistry in motion, pairs, ice dance and Special Olympics. There are over 575 registered synchronized skating teams and 46 Theater on Ice teams registered in the U.S.

Fitness

There continues to be very strong growth in the number of people participating in recreation and leisure activities. The Physical Activity Council in its 2013 study indicated that 33% of Americans (age 6 and older) are active to a healthy level. Statista, a statistic research company, reported that membership in U.S. health clubs has increased by 74% from 2000 to 2016, and memberships in health clubs reached an all-time high of 57.25 million in 2016. Statistics also indicate that approximately 12 out of every 100 people of the U.S. population (or 12%) belong to a health club. On the other side, most public recreation centers attract between 20% and 30% of a market area (more than once) during a year. All of this indicates the relative strength of a market for a community recreation facility.

However, despite these increases, the American population continues to lead a rather sedentary life with an average of 25% of people across the country reporting that they engage in no physical activity (per The Center for Disease Control).

One of the areas of greatest participant growth over the last 10 years is in fitness related activities such as exercise with equipment, aerobic exercise and group cycling. This is also the most volatile area of growth with specific interest areas soaring in popularity for a couple of years only to be replaced by a new activity for the coming years. Yoga and ice hockey are also showing particularly strong growth numbers. (see Table on page 40) while swimming participation remains consistently high despite recent drops in overall numbers. It is significant that many of the activities that can take place in an indoor recreation setting are ranked in the top fifteen in overall participation by the National Sporting Goods Association. Due to the increasing recreational demands, there has been a shortage in most communities of the following spaces:

- Gymnasiums/court surfaces
- Pools (especially leisure pools)
- Weight/cardiovascular equipment areas
- Indoor running/walking tracks

- Ice skating rinks
- Meeting/multipurpose (general program) space
- Senior program space
- Pre-school and youth space
- Teen use areas
- Fieldhouse space

Thus, many communities have attempted to include these amenities in public community recreation facilities. With the growth in youth sports and the high demand for school gyms, most communities are experiencing an acute lack of gymnasium space. Weight/cardiovascular space is also in high demand and provides a facility with the potential to generate significant revenues. The success of most recreation departments is dependent on meeting the recreational needs of a variety of individuals. The fastest growing segment of society is the senior population and meeting the needs of this group is especially important now and will only grow more so in the coming years. Indoor walking tracks, exercise areas, pools and classroom spaces are important to this age group. Marketing to the younger more active senior (usually age 55-70) is paramount, as this age group has the free time available to participate in leisure activities, the desire to remain fit, and more importantly the disposable income to pay for such services.

As more and more communities attempt to develop community recreation facilities the issues of competition with other providers in the market area have inevitably been raised. The loudest objections have come from the private health club market and their industry voice IHRSA. The private sector has vigorously contended that public facilities unfairly compete with them in the market and have spent considerable resources attempting to derail public projects. However, the reality is that in most markets where public community recreation centers have been built, the private sector has not been adversely affected and in fact in many cases has continued to grow. This is due in large part to the fact that public and private providers serve markedly different markets. One of the other issues of competition comes from the non-profit sector (primarily YMCA's but also JCC's, and others), where the market is much closer to that of the public providers. While not as vociferous as the private providers, the non-profits have also often expressed concern over public community recreation centers. What has resulted from this is a strong growth in the number of partnerships that have occurred between the public and non-profit sector in an attempt to bring the best recreation amenities to a community.

Youth programming has always been a cornerstone for recreation services and will continue to be so with an increased emphasis on teen needs and providing a deterrent to juvenile crime and promotion of a healthy lifestyle. With a continuing increase in single parent households and two working parent families, the needs of school age children for before and after school child care continues to grow as does the need for preschool programming.

Non-Sport Participation Statistics: It is important to note that Park and Recreation programming is not all about active recreation activities. Many agencies provide program offerings beyond active recreation to include passive activities and non-sport activities. While there is not an abundance of information available for participation in these types of activities as compared to sport activities, there are statistics that can be utilized to help determine the market for cultural arts activities and events.

There are many ways to measure a nation's cultural vitality. One way is to chart the public's involvement with arts events and other activities over time. The National Endowment of the Arts (NEA) Survey of Public Participation in the Arts remains the largest periodic study of arts participation in the United States. It tracks various arts activities that Americans (aged 18 and over) report having done in the course of a year. It also asks questions about adults' preferences for different kinds of music, and it seeks to understand participation in non-arts leisure events such as sports and exercise, outdoor activities and civic and social affairs.

The participation numbers for these activities are national numbers and the information falls into the following categories:

- Visual & Performing Arts Attendance
- Arts Consumption Through Electronic Media
- Creating, Performing and Sharing Art
- Participation in Arts Learning Activities
- Reading and Film Attendance

Visual & Performing Arts Attendance

Table Z – Percentage of U.S. Adult Attending a Performing Arts Activity

Music	2002	2008	2012
Jazz	10.8%	7.8%	8.1%
Classical Music	11.6%	9.3%	8.8%
Opera	3.2%	2.1%	2.1%
Latin Music	Not Asked	4.9%	5.1%
Outdoor Performing Arts Festival	Not Asked	20.8%	20.8%

Plays	2002	2008	2012
Musical Plays	17.1%	16.7%	15.2%
Non-Musical Plays	12.3%	9.4%	8.3%

Dance	2002	2008	2012
Ballet	3.9%	2.9%	2.7%
Other Dance	6.3%	5.2%	5.6%

- Following a sharp decline in overall arts attendance that occurred from 2002-2008, participation rates held steady from 2008-2012.
- Changes in the U.S. demographic composition appear to have contributed to the overall declines in performing arts attendance. Still, various subgroups of Americans have maintained or increased attendance rates for individual art forms.

Table Z – Percentage of U.S. Adults Attending Visual Arts Activities and Events

	2002	2008	2012
Art Museums/Galleries	26.5%	22.7%	21.0%
Parks/Historical Buildings	33.4%	24.5%	22.4%
Craft/Visual Arts Festivals	31.6%	24.9%	23.9%

Table AA – Percentage of Adults Attending Live Music Performance by Genre in the Past 12-Months

Genre	Percentage
Jazz	15.9%
Latin	9.1%
Classical	18.2%
Opera	4.8%
Hymns	14.2%
Country	20.2%
Rap	8.7%
Blues	13.1%
Folk	9.8%
Pop/Rock	43.6%

- Visual arts attendance has declined significantly since 2002.
- These 10-year declines were experienced by all demographic subgroups, with one exception; the nation’s oldest Americans (75+) were more likely to attend visual arts activities than a decade ago.

Creating, Performing and Sharing Art

Table BB – Percentage of American Adults Engaging in the Performing Arts: 2012

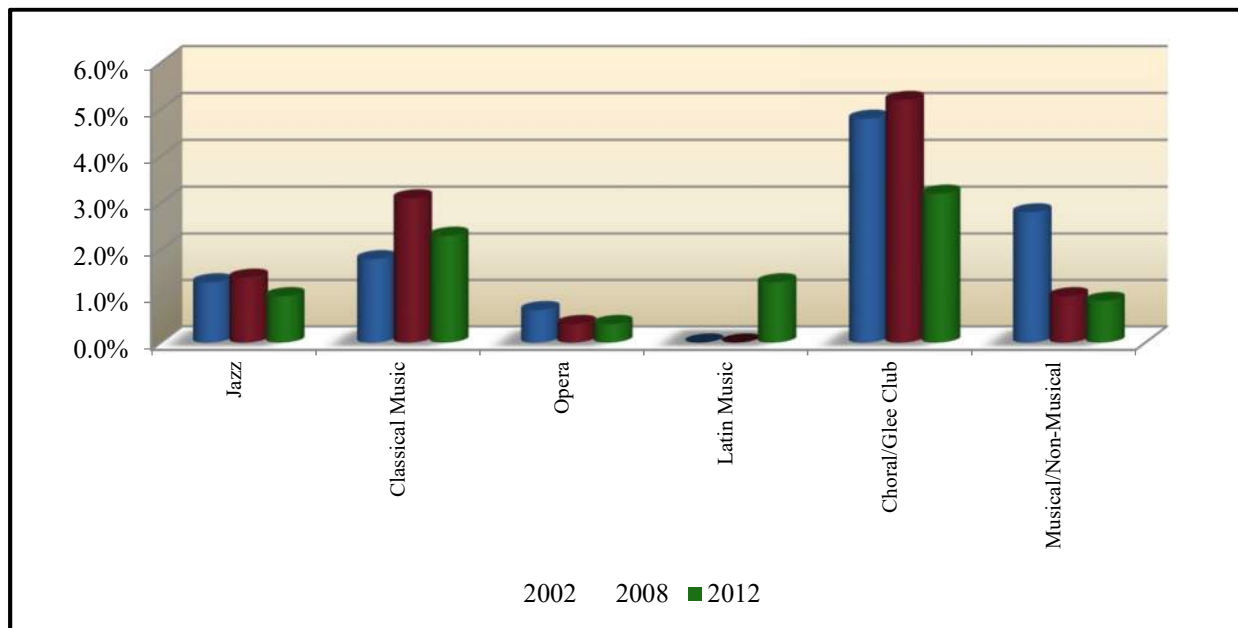
	Percentage
Play a Musical Instrument	12.1%
Play a Musical Instrument (with others)	5.1%
Do Any Acting	1.4%
Do Any Social Dancing	31.6%
Do Any Formal Dancing	5.1%
Perform or Practice Singing	8.7%
Do Any Singing w/ Other People	6.8%

- Social dancing is the most common way Americans performed art in 2012, followed by playing a musical instrument.

Table CC – Percentage of Adults Who Practiced or Performed Music of Various Types

Practiced or Performed	Rate of Change				
	2002	2008	2012	2002-2008	2008-2012
Jazz	1.3%	1.4%	1.0%	+0.1%	-0.4%
Classical Music	1.8%	3.1%	2.3%	+1.3%	-0.8%
Opera	0.7%	0.4%	0.4%	-0.3%	+0.0%
Latin Music	N/A	N/A	1.3%	N/A	N/A
Choral or Glee Club	4.8%	5.2%	3.2%	+0.4%	-2.0%
Musical or Non-Musical	2.8%	1.0%	0.9%	-1.8%	-0.1%

Chart J – Percentage of U.S. Adult Population Attending Arts Performances:



- The percentage of American adults who performed or practiced jazz, classical music, or opera has not changed much since 2002.
- The percentage of people in a choral or glee club or who performed in a musical or non-musical stage play has declined since 2002.

Table DD – Percentage of Adults Creating or Performing Arts

	Percentage
Music	5.0%
Dance	1.3%
Films/Videos	2.8%
Photos	12.4%
Visual Arts	5.7%
Scrapbooks	6.5%
Creative Writing	5.9%

Table EE – Percentage of U.S. Adults Using Electronic Media to Create or Perform Art

	Percentage
Recorded, Edited, or Remixed Music	4.4%
Recorded, Edited or Remixed Dance	0.9%
Recorded, Edited or Remixed Films and Videos	2.2%
Edited Photos	13.0%

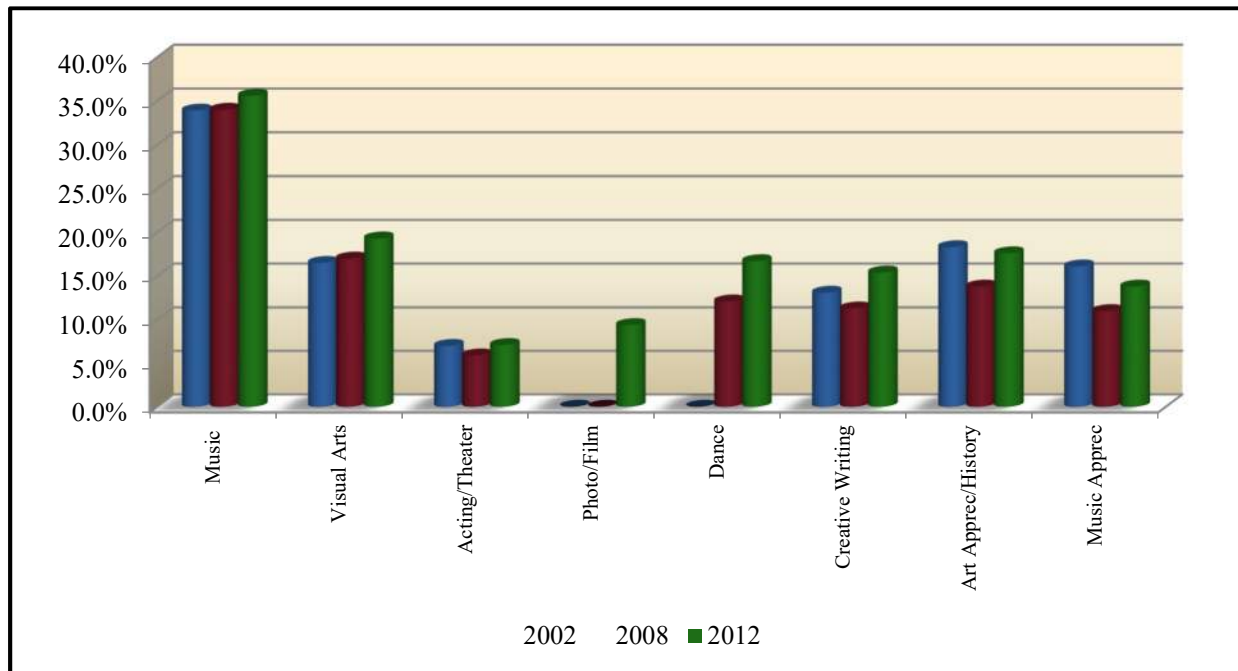
- 19% of American adults in 2012 used electronic media to share art that they themselves had created, edited or remixed.
- Large proportions of adults who create music or visual art do so through electronic media.
- 12% of Americans take photographs for artistic purposes, making photography the most common form of arts creation.

Participation in Arts Learning Activities

Table FF – Percentage of U.S. Adults Who Took Arts Lessons and Classes During their Lifetime by Form of Art Studied

	Rate of Change				
	2002	2008	2012	2002-2008	2008-2012
Music	33.9%	34.0%	35.6%	+0.1%	+1.6%
Visual Arts	16.5%	17.0%	19.3%	+0.5%	+2.3%
Acting or Theater	7.0%	5.9%	7.1%	-1.1%	+1.2%
Photography or Film	N/A	N/A	9.4%	N/A	N/A
Dance	N/A	12.1%	16.7%	N/A	+4.6%
Creative Writing	13.1%	11.3%	15.4%	-1.8%	+4.1%
Art Apprec. or History	18.3%	13.8%	17.6%	-4.5%	+3.8%
Music Appreciation	16.1%	11.0%	13.8%	-5.1%	+2.8%

Chart K – Percentage of U.S. Adult Population Attending Arts Performances:

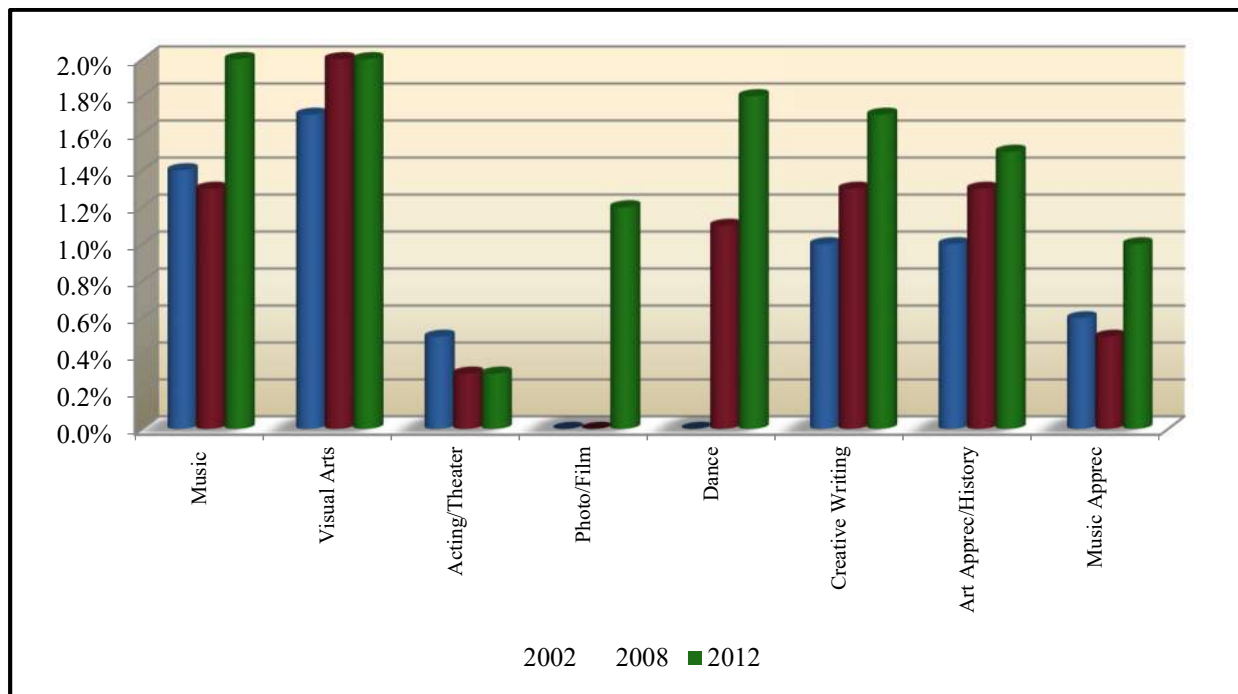


- Music is the art form most commonly studied, whether through voice-training or learning to play an instrument.

Table GG – Percentage of U.S. Adults Who Took Arts Lessons

				Rate of Change	
	2002	2008	2012	2002-2008	2008-2012
Music	1.4%	1.3%	2.0%	-0.1%	+0.7%
Visual Arts	1.7%	2.0%	2.0%	+0.3%	+0.0%
Acting or Theater	0.5%	0.3%	0.3%	-0.2%	+0.0%
Photography or Film	N/A	N/A	1.2%	N/A	N/A
Dance	N/A	1.1%	1.8%	N/A	+0.7%
Creative Writing	1.0%	1.3%	1.7%	+0.3%	+0.4%
Art Apprec. or History	1.0%	1.3%	1.5%	+0.3%	+0.2%
Music Appreciation	0.6%	0.5%	1.0%	-0.1%	+0.5%

Chart L – Percentage of U.S. Adult Population Attending Arts Performances:



- Childhood experience in the arts is significantly associated with educational level obtained in adulthood. Over 70% of college graduates said they visited an art museum or gallery as a child, compared with 42% of adults who have only a high school diploma.

Section IV – Stakeholder Meetings

The consulting team held a series of stakeholder meetings with local sport and school organizations to gain input on current use patterns, participation trends and future needs for facility and program services. There were seven stakeholder meetings conducted and 17 organizations represented during these meetings. A summary of the highlights includes:

Community Education

Hopkins Community Education focuses on early childhood education along with youth and adult enrichment programs. Hopkins Community Education is a profit center within the school district and programs are based on a pay for play philosophy. Hopkins Community Education has a \$7.5M budget and recovers 55% of its budget through fees and charges. Programming for some ethnic groups are underserved and will have greater emphasis in the future. Programming built around a foundation of art and education will be part of Hopkins Community Education initiative moving forward. Hopkins Community Education frequently collaborates with the City of Minnetonka Recreation Department on community programming in an effort to minimize program duplication.

Minnetonka School District has a large Community Education program offered in 11 different cities. Pre-school and early childhood education programs are at capacity and they are looking for more space to expand offerings. The Early Childhood Center has a capacity of 350 participants. Enrichment and recreation programs are serving as a de-facto Parks and Recreation agency in many of the smaller cities the school district serves. Minnetonka Community Education offers a number of activities that compete directly with the City of Minnetonka Recreation Department. K-12 basketball leagues, soccer, t-ball, yoga, fitness, computer skills and education-based programs are offered through Community Education. Minnetonka Community Education has a \$10 million annual budget with 80% of the budget being recovered through fees. Gymnasium space for community use is limited by the school curriculum and sports. The current inventory of gymnasium space is not adequate to meet the community demand.

Athletic Departments

The Hopkins and Minnetonka Athletic Directors indicated that the current school facilities for indoor and outdoor sports are meeting the school district's needs for facilities except for swimming. Community use of the schools through Community Education takes place in the evenings and weekends.

Hopkins Athletics: Exploring additional pool space is a priority. The newest pool in the district is 45 years old and in need of repair or replacement. The Lindbergh Center is co-owned by the Hopkins School District and the City of Minnetonka and includes a use agreement that is serving the district and the city well.

Minnetonka Athletics: Although the Minnetonka campus (80-90 acres) serves the community well there is still a need for a large rectangular field space that could be multi-purpose for practice. Growth in Lacrosse is impacting field use of the six existing rectangular fields. Minnetonka reported that there are 571 events annually at Veteran's Field. The Athletic Director's from Hopkins and Minnetonka agreed that the community needs a 50-meter competitive pool, more pickleball courts and more rectangular practice fields to meet the community sport needs in the future. The Minnetonka School District operates two sheets of ice and have plans for additional soccer fields and football practice fields in the future.

Aquatics

The Minnetonka Swim Club has 375 members and use the Minnetonka Jr. High School for pool time. The club hosts five swim meets per year that attract about 400-500 swimmers. The High School controls the pool schedule. The pool stays busy between the school curriculum, High School team, swim lesson program and swim team use. The Minnetonka Swim Club also provides a learn-to-swim program that serves about 1,900 participants annually along with another 300 people in the pre-team program. The club feels that they are up against a capacity ceiling without acquiring more pool space. It should be noted that the Minnetonka Swim Club has been a fiscally sustainable model that generates about \$150,000 per year for debt service to the School District.

The Hopkins swim club has approximately 300-325 swimmers and uses the three pools operated by the School District. Hopkins also has two synchronized teams that compete on a high school level. As with the Minnetonka School District, Hopkins priority of use is the school curriculum, High School teams, swim lessons program and swim club. Air and water quality at Hopkins is not good according to the area swim teams.

Interest in swimming has remained strong in the western suburbs of the Twin Cities. Between the two swim clubs, the participation for competitive swim has the potential to grow another 150 athletes. The area swim clubs feel that the swim community would support a 50-meter pool. The Minnetonka Swim Club is working on a proposal for building two indoor pools and an outdoor 50-meter pool, but recognize that a \$30M project will be difficult to pass without a funding mechanism.

Ice

The Hopkins Youth Hockey Association serves 14 teams and about 300 members. They are financed in part through operating three pull-tab operations in the area. The Association reported it struggles to keep membership and is using approximately 200 hours per year at the Minnetonka Ice Arena and another 750-800 hours per year from the Hopkins Pavilion. The need for ice time for the Hopkins program is being met with the existing service providers.

The Minnetonka Youth Hockey Association has about 1,100 players. The Association reports steady growth of 15-20 players per year and is operating a full-service program including mites and Junior Gold level teams. The program is currently using approximately 1,800 hours of ice time at the City and School District rinks. The Association is also renting approximately 150-200 hours per year at other area rinks to supplement their program needs.

The Minnetonka Youth Hockey Association would like to see the addition of an outdoor, refrigerated ice surface in the area and understands the 150-200 hours of ice time being used at other area rinks is not large enough to sustain another sheet of indoor ice.

Both hockey associations mentioned that the City of Minnetonka rinks are not laid out well and create traffic flow issues. There is no growth potential at the existing City of Minnetonka Ice Arena site.

Softball/Baseball

The Girls Athletic League serves athletes between 4-19 years old. The slow pitch program has approximately 100 participants and they have seen significant growth over the past couple of years with participation increasing approximately 30%.

Hopkins Fast Pitch serves approximately 120 players and uses Guilliams Field, school district fields and Central Park for practice and games. Participation rates have remained steady. They run one tournament each year as a fundraiser, along with concession sales and sponsorships. Having access to lighted fields has benefited the program.

The quality of fields at Guilliams is great. The Hopkins program is at capacity given the current access to field space. Ideally, the fast pitch program would like four lighted fields to host larger tournaments and expand their program. Temporary fences at Guilliams would enhance the program along with a second batting cage and field lights. There are parking restrictions at Guilliams that cause problems for participants and neighbors alike. Generally speaking, the fields are well maintained but would like to see some additional bleachers at Glen Lakes Optimist Field and base anchor extensions.

The Hopkins Berries program serves the adult baseball market and use the fields at Big Willow. Minnetonka Baseball Association (MBA) has 1,500 participants in their youth program. Field use is a combination of public and private facilities and they feel that the baseball program is reaching its saturation point. Having one organization serving all youth baseball has been a positive outcome for MBA. Having more youth practice fields, especially lighted fields, would help resolve scheduling issues. MBA use the Tonka dome in the winter, where they get first priority for use. The organization is also a partner at Veteran's Field and have assisted in funding support.

Pine Tar Academy started in 2006 and provides private baseball instruction. The program is designed to provide supplemental training for the area baseball players. Pine Tar rents space at Williston for indoor training for clinics and private lessons that attract approximately 100 players. They operate baseball camp through the City of Minnetonka Recreation Department and offer a club baseball program that participates in a fall league.

The Glen Lake Mighty Mite Baseball Association has about 350 participants age 4-12 years old and play/practice at Glen Lake Park, Glen Lake Elementary and local parks. Having lighted fields helps their program in scheduling fields. The program has difficulty finding indoor space to supplement their program. They are in need of about 6-8 hours per week of indoor training space during the winter months.

Parking issues at Big Willow was mentioned as a problem for the softball/baseball groups. There are many activities occurring at the park at the same time that stresses the limited parking. The Minnetonka Baseball Association mentioned a willingness to pay for the addition of lights on more fields if the City would allow.

Field Sports

The Tonka United Soccer Club has been in existence since 1974 and has 3,500 players (ages 4-18). They offer competitive soccer, recreational learn-to-play classes and affiliated adult soccer teams. Program participants come from Shorewood, Minnetonka, Chanhassen, Plymouth and Hopkins. Soccer participation has remained strong and the cultural diversity in the area is adding more interest to soccer. The soccer club hosts one large tournament per year that draws 250-280 teams and is a major fundraiser. Minnetonka's outdoor fields, Lone Lake, Big Willow, Civic Center and Hopkins Maetzold field provide adequate field space although having 6-8 fields at one location is desirable. Lights and artificial turf playing surfaces would also expand use of existing fields. However, even a two-field turf field with lights would be beneficial.

Indoor training space is a challenge because the Tonka Dome cannot provide enough space/time to meet the program needs. The Club is using 27 hours of exclusive use, plus 5 hours of shared use per week. Fees for indoor and outdoor space vary widely with a range from \$14/hour in Minnetonka to \$400/hour for the Tonka Dome. The Tonka Valley Soccer Club would like to develop their own dedicated sports complex at some point in the future.

Lacrosse and football associations are competing for the same outdoor field space as soccer in the summer and fall.

Program Assessment:

One metric used in assessing the current program levels is an occupancy assessment that analyzes participation rates, program capacity and overall occupancy rates. Through this analysis it is possible to identify which programs are running at a maximum and potentially needing more space and which programs have a lower occupancy rate and perhaps do not need as many program offerings or space. Ultimately this will help the Recreation Department determine which programs can be phased out to create more space and capacity for new programs or expansion of the most popular programs. The table below highlights the current program occupancy rate.

Program Area	Maximum Capacity	Actual Participation	Percent of Capacity	Wait List	Percent on Wait List
Special Events	306	287	93.8%	10	3.5%
Adult Leagues	467	407	87.2%	10	2.5%
Learn to Swim	1,392	1,158	83.2%	714	61.7%
Tennis	6,242	4,770	76.4%	402	8.4%
Teen	76	55	72.4%	7	12.7%
Youth League	1,258	871	69.2%	16	1.8%
Youth General	4,081	2,739	67.1%	288	10.5%
Senior Programs	14,729	9,074	61.6%	490	5.4%
Learn to Skate	2,428	1,378	56.8%	15	1.1%
Fitness	136,641	68,542	50.2%	131	0.2%
Adult General	306	131	42.8%	0	0.0%
Martial Arts	1,269	420	33.1%	0	0.0%
Arts	891	271	30.4%	14	5.2%
Total	170,086	90,103	53.0%	2,097	2.3%

It should be noted that Tennis, Learn to Swim, Adult Leagues and Special Events all have an occupancy rate that is at least 20% higher than the Recreation Department’s overall 53% occupancy rate. The other significant statistic deserving of mention is the Learn to Swim wait list percentage. The high percentage of people on the waiting list clearly suggests that the current level of class offerings is not keeping pace with the demand for swim lessons. The size of the pool, student/instructor ratio and popularity of certain times all contribute to the volume of people on the wait list. Unfortunately, the wait list numbers might also be an indication of the number of people going outside the Recreation Department for swim lessons. To put this into perspective, 714 people on the wait list represents over \$38,000 in lost revenue.

Many of the recreation programs above are held at the Minnetonka Community Center. A closer look at the room reservations indicated that 58% of the 5,281 reservations recorded in 2017 were for internal programming activities. In addition, 23% of reservations are for non-resident groups, 14% for non-profit groups and 4% for resident use.

Community Center: The Community Center has numerous multi-purpose rooms that serve both recreation programming and general community rentals. In 2018 there were a combined total of 14,890 time slots utilized at the Community Center. Interest in Community Center space has increased steadily over time and the overall use has increased 17% between 2016 and 2018. The table below provides a distribution of the hours based on room size.

Meeting Rooms	2016	2017	2018
Small (Oak Knoll, Burwell, Gray’s Bay)	1713	1752	2128
Medium (Shady Oak, Minnetonka Mills, St. Alban’s)	3361	3400	3930
Large (Banquet, Council Chambers, Dining Room, Community Room)	7624	7912	8832

Without question the large multi-purpose space in the Community Center is the most heavily used, accounting for 59% of the total room reservations. Although reservations for the small rooms in the Community Center have the lowest total, the number of reservations has increased 24% between 2016 and 2018.

From a recreation perspective, the multi-purpose rooms serve both fitness and enrichment type programs. However, it is worth noting that the flooring surface in the multi-purpose rooms is less than ideal for some of the activities programmed in the Community Center spaces. Ideally the group fitness classes would be conducted on a cushioned wood floor that not only provides a higher quality surface but also is much easier to clean.

Glen Lake Activity Center:

The Glen Lake Activity Center is used to supplement Recreation Department programming on a regular basis and is available for community rental space. There are limitations to the Glen Lake Activity Center that impact its use. The size of the programming space (1,600 SF) and the overall condition, especially the finishes, make the space less desirable than other facilities within the Recreation Department.

Glen Lake Activity Center is rented out approximately 1,700 of the 4,164 hours available annually. Recreation Department programming accounts for approximately 37% (622 hours) of the 1,700 hours the facility is used. Recreation Department programming is limited to arts and crafts, music, woodcarving and martial arts programs. The utilization rate at Glen Lake Center is approximately 40%, which is significantly lower than the rooms within the Community Center.

The Glen Lake Activity Center would be much more attractive as a rental space through renovation. Clearly there is an opportunity for program growth at Glen Lake that would ease some of the demand on the Community Center, but the facility must meet the standards of other City-owned facilities to maximize its potential.

Lindbergh Center:

The Minnetonka Recreation Department conducts programs at the Lindbergh Center. The City has a joint ownership agreement with the Hopkins School District for the Lindbergh Fitness Center. The agreement provides access to the gymnasium space from 6:30pm-midnight daily. The Recreation Department uses this space for badminton, martial arts, soccer and volleyball for adults, and basketball and martial arts for youth. It should be noted that even though the Recreation Department has use of the gymnasium space until midnight, a majority of program activities take place from 6:30pm to 10:30pm. The utilization rate of the space allocation for the Recreation Department is approaching 100% during the school year.

In addition to the gymnasium space, Minnetonka residents have access to the track, gymnasium space, weight and cardio room on a limited basis. Access to this area is restricted to about 30 hours per week and there is a separate fee structure in place for Minnetonka residents. The School District collects membership fees and maintains attendance records.

Skateboarding Park:

The skateboarding park is located next to the GLAC. The skate obstacles within the skate park are built on a modular base and the equipment is worn/aged. Observation of the area indicated that the modular equipment has reached its useful life and condition of the equipment is contributing to decreasing usage at the skate boarding park. Replacement of the skate boarding equipment should be planned for and/or consideration should be given to close the skate boarding area and re-purpose the space for other recreational needs. The skate boarding community seems to be gravitating to newer skate park designs with permanent obstacles constructed with concrete.

Williston Center:

The Williston Center contains a 25-yard swimming pool and splash pad, sauna, whirlpool, a fitness center with cardio and weight equipment, group fitness studio, spinning studio, child care area, indoor play structure, gymnasium, five tennis courts and administrative offices. All the program spaces within the Williston Center are at or near capacity, especially in the aquatic area. Staff reports membership at the Williston Center has approximately 10,000 members. The membership level supported at the Williston Center is very high for a facility this size. A significant portion of the facility is dedicated to tennis courts and a gymnasium. Other program spaces within the center, including the weight and cardio area, group fitness studio and swimming pool, are undersized for a facility with 10,000 members.

The front desk area is small and congested and its proximity to the front door can make a line of 10 people feel overwhelming. The swimming pool is one of the most popular components and finding the balance between recreation swimming activities and programming is a challenge. Swim lessons are highly sought-after programs and typically fill to capacity the first day of registration. The Recreation Department recorded 714 people on the wait list in 2018.

The gymnasium and tennis courts are heavily used during the winter months. Demand for programs and court time drops off during the summer. This use pattern is typically for these components. The gymnasium provides practice space and batting cages for baseball during the winter months. The Lindbergh Center has two drop-down batting cages and the opportunity to move the batting cage function from Williston Center to the Lindbergh Center should be explored to create more programming space at Williston.

Section V – Recreation Programs and Services

While the City of Minnetonka has a strong foundation of parks and recreation facilities, programs and services, there are some unmet needs. An aging inventory of existing facilities, the presence of alternative service providers, plus limited resources (budget and space), places a challenge to the City in responding to these needs.

Current Recreation Programs and Services Assessment: The Recreation Department offers a number of recreation programs and services to the residents of Minnetonka, Hopkins and the surrounding area.

- The Recreation Department focuses much of its programming efforts on youth, sports, senior, adults, enrichment and special events and activities that operate primarily out of the Community Center, Williston Fitness Center, Lindbergh Center, the Ice Arena and Hopkins School District facilities.
- Recreation programs and services are generally planned and delivered on a community level to be responsive to varying needs and expectations.

Specific Recreation Program and Services

The Minnetonka Recreation Department offers a wide range of activities and programs throughout the year. A program guide is developed three times per year to educate the community about programming opportunities. The general program areas are listed below and a detailed listing of all programs and activities can be found in the Recreation Guide that is published three times a year. Current Recreation Department programs and services include these general areas:

- Youth Sports
- Adult Sports
- Fitness/Wellness
- Cultural Arts
- Youth Programs
- Outdoor Recreation
- Senior Programs
- Aquatics
- General/Enrichment
- Inclusionary Programs
- Special Events

Future Programs and Services Recommendations: Beyond the program areas that have been noted above, there are also a number of general recommendations regarding future recreation programming.

- Offer programs with shorter sessions (two to three classes) or on a drop-in pay as you go basis (especially fitness).
- Collaborate and integrate conventional recreation programming with community based social service programs and education (School Districts, alternative education providers, social service agencies, group homes, etc.). Nationally, recreation departments now often serve as a coordinating agency and a clearinghouse for multiple recreation agencies and providers, in an effort to bring a comprehensive scope of recreation programs to a community. This is especially true when communities have limited resources, limited expansion opportunities and concerns with duplicating services. This has also increased the number of partnerships that are in place to deliver a broader base of programs in a more cost-effective manner. There is also a much stronger emphasis on revenue production and raising the level of cost recovery to minimize tax dollar use to offset recreation programming.
- Collaboration with other agencies that include School Districts, other municipalities, non-profits and private sector has also increased the number of partnerships that are in place to deliver a broader base of programs in a more cost-effective manner.

Specific Priority Recommendations

1. Partnerships Agreements: Exploring partnership agreements with the other agencies has merit. There is a significant amount of program duplication in the area by other agencies (School District's Community Education). Often this duplication is fragmenting the market and clearly creating a competitive environment for participants. There is limited coordination or collaboration on scheduling activities between agencies. Since these agencies serve a similar tax base it makes sense to explore the potential of an inter-governmental agreement that sets some parameters on what programs each organization offers. This agreement should clearly identify areas of programmatic responsibility and ensure that there is not overlap in resource allocation. From this, the Recreation Department could establish a five-year program plan that identifies the priorities for program development, the responsible staff member and the required resources. This might mean that the City of Minnetonka will divest itself from some traditional Recreation programming activities while expanding in other areas.

Delivery Option: 1.A Explore partnerships with School Districts, other Municipalities, Sport Organizations or Private entities.

2. The outdoor youth sport organizations reported that the inventory of fields within the Minnetonka Park inventory is adequate to meet most of the sport needs in the community. However, the number of ball fields in Minnetonka do not meet the NRPA standards based on population. NRPA standards indicated that there should be 14.5 ballfields. Statistically some of the outdoor sports programs are reaching their saturation point and participation levels. The scheduling margin is so tight that opportunities for new and/or emerging sports is limited and rainout cancelations create scheduling challenges for organizations. More open, rectangular shaped fields would help ease the scheduling challenge for field sports. Additional baseball/softball fields will have the same benefit for youth

baseball and softball organizations. As an alternative to building more rectangular fields, lighting more fields will expand scheduling options for the sports groups and eliminate the need for building more fields.

Delivery Options: **2.A Install lighting at additional baseball/softball fields**
 2.B Install lighting at Lone Lake Park rectangular fields

3. The learn to swim program is one of the most popular programs offered by the Recreation Department and has a very high occupancy rate and a substantial waiting list for classes. According to NRPA standards the City is almost two indoor pools short of meeting the standard. Unfortunately, expanding the existing community center or building a new pool is very expensive in relationship to other Park and Recreation facilities. Leasing an existing building large enough to contain a small teaching pool is one potential option for the City. The technology exists today to retro fit a pool into an existing building to provide additional swim lesson capacity and expand birthday party opportunities for residents. It should be noted that swim lesson specific facilities are starting to emerge in the private sector. The business foundation for these pools are typically built around group lessons, private lessons and birthday parties. The pools are relatively small with a capacity of one-two group swim lessons at the same time.

Delivery Options: **3.A Expand Williston Center adding a teaching pool (Diagram B)**
 3.B Build a new aquatic teaching facility
 3.C Lease space that could be converted to a teaching pool

4. The City has identified a refrigeration update for Ice Arena B in 2023 as part of the Minnetonka CIP. This provides the opportunity to assess other improvements and development on that site that could include re-purposing some space or expanding the space to add other amenities. Adding more gymnasium space (2 Courts), indoor pickleball, dryland training facilities that could serve sports training market or dedicated group fitness space could be possible on this site.

Delivery Option: **4.A Conduct a dedicated market analysis and feasibility study**

5. Group Fitness is one of the most popular programs offered by the Recreation Department with an occupancy rate of over 70% for classes offered. A review of existing program offerings indicates that there is a segment of the fitness market that is not being offered though recreation programming. Functional training is an emerging segment of the fitness market and the current program offerings include a limited offering of functional training classes. Functional training incorporates real-life movement and basic daily functions that include core strength, mobility and multi-joint movement. However, providing functional training will require specific equipment (ropes, kettleballs, TRX suspension system, medicine balls, barbells) and adequate space to offer the program.

Delivery Options: **5.A Lease space for a satellite Fitness Center**
 5.B Expand Williston Center for additional fitness space (See Diagram B)
 5.C Re-purpose space within Williston Center for additional fitness space (See Diagram B)
 5.D Construct dedicated group fitness space at Glen Lake (See Diagram C)

6. There is only one gymnasium space in the City of Minnetonka inventory of facilities. Gymnasiums, by virtue of their flexibility, can serve a multitude of indoor recreation and sport needs including, basketball, volleyball, badminton, indoor soccer, line dancing, group fitness, sport camps, kickball, pickleball, baseball, softball and drop-in play. The programming demands exceed the capacity of the single gymnasium and the Recreation Department has been forced to secure gymnasium space at other locations in the community. There is a programming need for more gymnasium space for the City of Minnetonka.

Delivery Options: **6.A Build a gymnasium addition at the Ice Arena (See Diagram A)**
 6.B Build a new standalone gymnasium facility
 6.C Explore partnerships to secure more gym space

7. A review of program statistics clearly points out the strong support for adult sports in the community. It should be noted that the number of opportunities offered by the Recreation Department is disproportionate to the percentage of adult population in the community. Adult population represents a significant percentage of the population (45%), but only 18% of recreation program offerings. Efforts to expand the adult sport programs should be explored. It should be noted that additional gymnasium space is required to expand the adult sport market.

Delivery Options: **7.A Convert one tennis court into a gymnasium space at Williston**
 7.B Build a fieldhouse addition near the Ice Arena (See Diagram A)
 7.C Explore partnerships to secure more gym space

8. Recreational swimming is very popular and for many people, especially for families. Many people prefer a chemically treated pool over a fresh water (lake) experience. The City of Minnetonka is lacking an outdoor leisure pool in its inventory of facilities for the community. The land footprint required for a leisure pool and the construction cost for a new pool are significant. A less expensive option is to provide splash pads. Although a splash pad does not have the same appeal as a leisure pool, they are an attractive option for families with young children.

Delivery Options: **8.A Build an outdoor leisure pool**
 8.B Build a splash park
 8.C Explore partnerships to secure recreational swimming space

9. The competitive swimming needs are being served through the School District swimming facilities but their needs are not being fully met. These facilities are adequate to meet the needs for school curriculum and high school swim teams. However, the existing pools are not totally meeting all the competitive age-group swim needs in the area. Age-group swimming clubs are strong in the west-metro area and programs in the area reported a need for a 50-meter competitive pool. There is only one 50-meter pool in the Twin Cities (University of Minnesota). It should be noted that construction and operating costs for a 50-meter competitive pool is high.

Although there is a demonstrated need for more competitive swimming in the area, the financial reality of building and operating a 50-meter pool helps explain why there are no other 50-meter pools in the metro area. Use from swim teams and their capacity to pay operating costs is simply not sufficient to cover the large operating costs associated with a 50-meter pool. From a strategic perspective, it seems

to make more sense for the School District to expand their existing aquatic facilities to a 50-meter configuration than for the City to get into the competitive swim business.

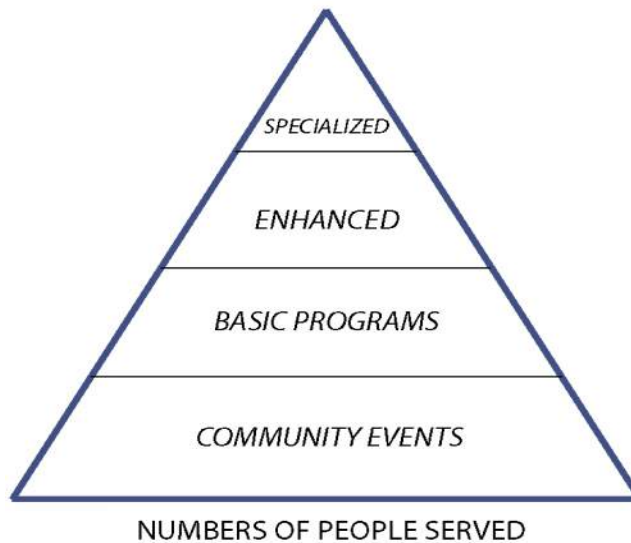
Delivery Option: 9.A Support School District or community efforts to build a competitive swimming pool (50-meter)

Other observations and recommendations:

10. Every program or service offered should be required to develop a program proposal sheet to determine the direct cost of offering the activity as well as the minimum number of registrants needed to conduct the program. This proposal form should also evaluate the need for the program, its market focus, and the ability to support the program priorities for the department. Once each program or service is completed a program report should be conducted that itemizes the exact cost and revenues that were generated by the program and the number of individuals served. This will determine if the program or service met its financial goals and also its service goals.
11. A strong effort is needed to track and document use of various City recreation facilities and programs. This will provide the City with strong facility use numbers, identify where additional programs may be scheduled and determine overall priorities of use. Some programs with lower attendance should be eliminated in favor of other programs that are in high demand or for new program offerings.
12. The City of Minnetonka does not have a formalized fee policy in place. Creating a fee policy will help ensure that pricing for programs and services is being done in a systematic way that maximizes revenues. In order to accomplish a high level of recreation services, recreation departments have been much more aggressive in their fee setting with the goal of covering more operational expenses for most programs.

Fee Policy Trend:

Many departments are now tiering their programs into different categories with differing levels of cost recovery.



Programs and services should be categorized into four levels of offerings that are divided by the level of instruction, expertise, or importance to the community’s well-being. Priority for funding and facility usage should be based on the category in which they fall, with fees being set accordingly. The four categories should include.

Community events – special community wide events, activities or festivals that are onetime events. It should be expected that there will be little to no fees for these activities. Some revenues may be collected from sponsorships and sales of goods and services, but the general rate of recovery would be less than 100%.

Basic or core programs – those that are essential to recreation and community needs (such as teen activities, senior programs, youth activities, special populations, etc.). These programs direct costs are usually heavily subsidized. Suggested recovery rate is 25% to 50% of direct costs.

Enhanced – those that are beyond basic and are focused on an audience that has a greater ability to pay. Programs in this area could include adult fitness and sports, or general programs. Suggested minimum recovery rate is 50% to 100% of direct costs.

Specialized – these are activities that are very specialized in nature. These would include activities such as fitness assessments, trip programs, facility rentals and the like. Fees are set based on what the market will bear but at minimum would require 100% of direct costs.

Diagram A – Expansion Option at Ice Arena Site for Field House:



- The diagram above shows a field house addition to Arena B of approximately 86,000 GSF along with expanded parking area.

Diagram B – Expansion Option at Williston Center:



- The diagram above shows an opportunity for an approximately 8,300 GSF addition. The expansion area shown could accommodate additional group fitness/wellness space and/or an expansion to the pool facility.
- The site has limited parking and expanding the parking area would be recommended to meet the demands of the facility. There is space on the East side of the site that could be expanded to accommodate an additional 14 parking stalls, as well as an opportunity to construct a parking structure in the location of the existing parking lot.

Diagram C – Expansion Option at Glen Lake:



- The diagram above shows an opportunity for an approximately 2,600 GSF addition that could be programmed for either additional meeting space or group fitness. It is recommended that additional restrooms be provided as part of the overall project as well to accommodate a larger number of users at the facility.

Section VI - Facility Assessment

Part A. Introduction:

The purpose of this section is to assess and document the physical condition of the existing facilities. The facility assessment is intended to provide an indication of capital maintenance requirements, potential code and regulatory required upgrades, and other building conditions which should be considered as part of the facility's general upkeep and/or included as part of any future building project. The facility assessment identifies possible repairs, upgrades and/or replacement of these facilities based on the physical conditions found as well as operational issue or deficiencies.

The facility assessment process starts with BKV Group's team becoming familiar with any previous studies, historical documents and drawings for the buildings being reviewed. The next step is an on-site meeting and tour(s) of each facility with BKV Group's team of architects and engineers. Following the on-site assessment, the team then documents all found conditions within this report and summarizes the facility's existing condition.

The facility assessment was conducted on June 27, 2018.
The following individuals were present for the assessments:

- Brian Smith
Building Maintenance Lead
- Michael Healy, AIA
Project Architect, BKV Group
- Alex Hoffman, EIT
Mechanical Engineer, BKV Group
- Josh Ortmann, EIT
Electrical Engineer, BKV Group

The assessments included on-site observation of the existing facilities and a review with staff regarding the operation of the buildings. The purpose of the condition review is to reveal any potential maintenance issues, staff/public safety issues, accessibility and building code concerns. The study does not address potential environmental issues such as soil contamination, asbestos or deconstructive testing for unseen conditions.

The following facilities were reviewed as part of this study:

- Community Center
- Ice Arena
- Williston Center

- Lindbergh Center
- Glen Lake Activity Center

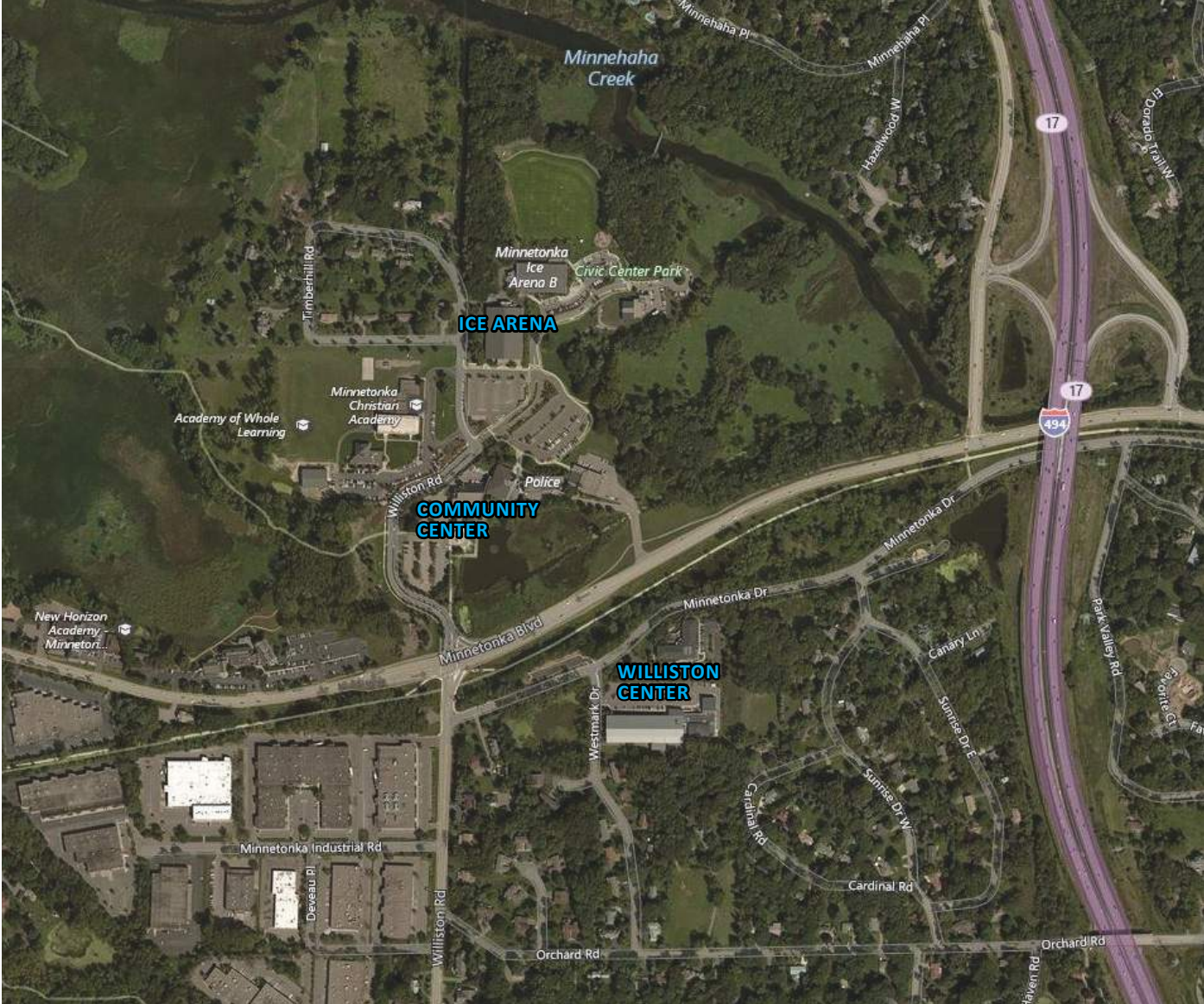
The facility assessments are not intended to be exhaustive, but rather to assess and document major deficiencies within the following categories:

1. Site
2. Exterior Building Envelope
3. Interior
4. Accessibility & Code Compliance
5. Plumbing
6. HVAC Systems
7. Electrical Systems
8. Emergency/Stand-by Power Distribution
9. Lighting
10. Fire Alarm System

The following pages of this report document the findings of each facility.

Community Facility & Programming Space Study

Minnetonka, MN



Section VI - Facility Assessment

Part B. - Minnetonka Community Center

Address: 14600 Minnetonka Boulevard
Minnetonka, MN 55345

Year Built: 1987



Minnetonka Community Center



Overall Site Context

Building Overview:

The Community Center is a two-level building attached to the City Hall. The exterior finish is mostly masonry with small areas of metal panel. The building is comprised of several meeting rooms of various sizes and staff offices.

Summary of Findings:

Site:

1. Concrete sidewalks and curbs adjacent to the building were found to be in generally good condition. Isolated area had visible cracked.
Recommendation: Repair cracked areas of concrete to reduce potential for further deterioration.
2. Asphalt paving at parking area is in okay condition. Several large cracks were observed.
Recommendation: Patch and repair cracked areas of paving and apply seal coat to prolong useful life of paving.

Exterior Building Envelope:

1. Aluminum storefront frames and windows are past their life expectancy. The systems appear to be original to the building and most of the anodized finish has faded or worn off. Seals were found to be dried and cracking. Several insulated glazing units are showing signs of broken seals, being fogged and holding moisture within the unit. Sealants around the openings are beginning to show signs of failure, becoming brittle and cracking.
Recommendation: It is recommended that the aluminum storefront frames and glazing be replaced within the next 0-5 years. At time of replacement sealants around the openings will also be replaced. Modern aluminum storefront systems and glazing units are better insulated and will provide energy savings as well.
2. Efflorescences was observed on the brick masonry near the base of wall. At the time of observation it was not clear if the irrigation systems was the cause or rainwater from the roof.
Recommendation: It is recommended that the exterior masonry be cleaned and irrigation heads be adjusted to direct water away from the building. If possible, observe the roof runoff and direct any water running down the wall with a downspout.
3. Vertical expansion joints in the brick masonry are failing. The sealant is dried, cracked, and missing at several locations.
Recommendation: It is recommended that all expansion joints be replaced immediately with new sealant to prevent water intrusion within the wall cavity.
4. Rust is visible at underside of entrance canopy where

stone meets the stucco finish at the soffit.

Recommendation: It is recommended that the surface be repainted and sealant be applied to joints to prevent water from contacting exposed steel. Installing a drip flashing as this location would help prevent further deterioration and direct water away from the soffit area.

5. Sealants around the glass block in the masonry are failing, becoming brittle and cracking.
Recommendation: Replace all sealants around glass block areas within 0-5 years.
6. Exterior metal doors and frames are showing signs of rust.
Recommendation: It is recommended that metal surfaces be cleaned, primed, and painted to extend their life and to prevent potential damage to adjacent materials.
7. The finish on metal wall panels is faded.
Recommendation: Repaint panels in the next 0-5 years to extend their life.
8. Masonry is cracked above window opening at lintel location.
Recommendation: Repair damaged brick.
9. Damaged foundation course was discovered under the storefront at Glen Lake Room, a large hole was visible.
Recommendation: Repair and fill hole in CMU.
10. Sealants at base of wall between the concrete paving and storefront are failing and no longer adhered to the surfaces.
Recommendation: Replace sealants to prevent water intrusion.
11. The roof was found to be in good condition. The roof drain screens are deteriorated and large pieces are missing.
Recommendation: Replace all roof drain covers with new metal screens.
12. The skylights were found to be in poor condition and several previous repairs were visible. It was stated that the area has leaked several times. The seals between the frame and the glazing units are deteriorated and likely causing the leaks. Glazing units were found to be fogged as well, signifying that the seals around the glass are no longer functioning.
Recommendation: Replace all glazing and seals at the skylight. Installing new glazing with better performance criteria will help reduce energy costs.

Interior:

1. Finishes in the lobby and community meeting room have recently been replaced and are in good condition.
2. Carpet finish and ceiling tiles in the staff areas and smaller meeting rooms appear to be original and are showing signs of wear. Stains were observed on ceiling tiles.

Recommendation: Replace carpet finish and ceiling tiles in the next 0-5 years to update appearance; it is recommended that carpet tile be installed to improve overall maintenance and longevity of the floor finish.

3. Damage to the wall finish was observed at several locations at around waist height.

Recommendation: Install a durable finish to protect wall from 36" above floor in high traffic areas prone to damage.

4. Several interior doors are damaged, either delaminating or the finish has chipped off completely.

Recommendation: Replace interior doors with a heavy-duty wood door for durability and longevity.

Accessibility & Code Compliance Issues:

1. Public restrooms do not provide proper clearances, grab bars, or pipe protection at lavatories.

Recommendation: Install pipe protection where missing. Reconfigure/remodel restrooms to provide proper clearances for accessibility.

Plumbing:

The plumbing system was found to be in good working order with a few exceptions:

1. Fixtures look good in general. New fixtures have slowly been installed to replace older ones. Current fixtures appear to be in good working order.

Recommendation: Continue to replace old fixture with new fixtures. Replace within next 5-10 years with low flow fixtures to reduce water usage.

2. Many fixtures are manual operation.

Recommendation: When older manual fixtures are replaced use motion sensing fixtures. This will reduce water usage.

3. Many roof drain enclosures are busted, allowing anything to flow into pipes. This can cause unnecessary clogging in pipes.

Recommendation: Replace roof drains or enclosure to reduce clogging.

HVAC Systems:

1. There was comment that some office spaces cannot keep up with heating demand. Some offices and meeting rooms did not have fin tube radiation around the entire exterior perimeter.

Recommendation: Consider adding more fin tube to areas lacking enough heat to keep up with demand.

2. Areas appeared to have more air than was needed or not enough. This caused stuffiness in some areas and loud diffusers in others.

Recommendation: Rebalanced system to supply air evenly across all areas.

3. Air handling units were both 31 years old. This is past the point of its useful life.

Recommendation: Replace units in the next 1-5 years. Modulating AHU is recommended to allow unit to turn down when loads are not as high.

4. Comments were made that AHUs are either on or off operation causing some areas to get uncomfortable before the unit comes on.

Recommendation: Adjust set points in rooms that are affected more by the swing in temperatures. Work with BAS to allow units to run at lower capacity.

5. Comments were made that condensing units did not run on single stage making it difficult to achieve comfort when smaller loads were asked for.

Recommendation: Work on BAS to allow units to turn down when loads are smaller.

6. Hydronic pumps are 32 years old, which is past their useful life.

Recommendation: Replace pumps in the next 1-5 years.

7. Consistent maintenance problems with boilers.

Recommendation: There were remarks that these will be replaced in the next 5-10 years due to maintenance issues.

8. Ceilings near diffusers were dirty due to dust and particles in ducts.

Recommendation: Clean ducts to allow for better airflow through system.

Electrical Systems:

The Community Center is served by a 208/120V, 3-phase 1400A Distribution Panel that is fed from a main switchboard in the City Hall. The Community Center Distribution Panel feeds the following:

- 208/120V 600A Motor Control Center
- 208/120V 200A Panel (L1K)
- 208/120V 100A Panel (L1A)
- 208/120V 100A Panel (L2A)
- 208/120V 100A Panel (L1C)
- 208/120V 60A Panel (L2C)
- 208/120V 100A Panel (L1B)
- 208/120V 100A Panel (EM)

All panels are manufactured by Square D and appear to be in good working condition. No additional service beyond routine maintenance recommended for electrical panels.

Emergency/Stand-by Power Distribution:

The Community Center and City Hall are both fully backed up from a 1600A feed off of a Caterpillar emergency standby generator. The generator appears to be in good working condition, and no additional service beyond routine maintenance is recommended.

Lighting:

A few spaces in the Community Center have already been upgraded to LED lighting, these include the banquet room

and lobby space. Staff areas and other meeting rooms have fluorescent fixtures. Although the fixtures have been upgraded, the controls are still manual on/off switches.

Recommendation: Replace remaining fluorescent fixtures with LED, add occupancy sensors for automatic shutoff of lights, and add daylight harvesting photocells to reduce energy costs within 5-10 years.

Fire Alarm System:

The fire alarm system is original with the building and is a roughly 40 year old ADT system. Devices show signs of wear, and the visual component consists of a screw-incandescent lamp; some of which are burned out.

Recommendation: It is recommended that the fire alarm system be replaced in 1-5 years to allow for a digital annunciator panel and devices with better visibility.

Capital Improvements Program (2018-2022)

For reference, items currently identified for replacement or repair in the City's Capital Improvements Program between the years 2018-2022 include:

- Fire panels and associated emergency detectors
- Masonry and window repairs
- Skylights replacement
- Community Center/City Hall window replacement
- HVAC upgrades

End of Summary

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 1: Hollow metal doors and frames are showing signs of rust and should be repainted.



FIGURE 4: Asphalt paving is cracked and deteriorating. Asphalt paving should be patched and sealed to prolong life.



FIGURE 2: Standing seam copper roof is in good condition.



FIGURE 5: Aluminum storefront frames at punched windows are discolored, seals are dried and cracking. Recommend replacement of windows.



FIGURE 3: Concrete sidewalk is cracked and spalling near loading area.



FIGURE 6: Efflorescent is visible on the masonry. Recommend adjust irrigation heads away from building and provide downspouts to direct roof stormwater.

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 7: Deteriorated expansion joint sealant at masonry wall. Sealant at expansion joints should be replaced to avoid water from entering wall.



FIGURE 10: Rust is visible at underside of entry canopy. Recommend repainting and installing drip flashing to direct water from wicking into canopy.



FIGURE 8: Sealants around glass block are dried and cracking. Sealants should be replaced to prevent water intrusion.



FIGURE 11: Seals at storefronts are dried and cracked. Fogged glazing was observed at several locations. Recommend replacement of seals & glazing.



FIGURE 9: Metal panels are discolored and faded. Recommend repainting metal panels.



FIGURE 12: Rusted lintel at underside of deck area. Steel should be repainted to prevent further deterioration.

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 13: Metal panels are faded and discolored. Recommend repainting metal panels to improve appearance.



FIGURE 16: Corrosion was observed at underside of metal panels. Recommend replacement of panels to correct water intrusion issue.



FIGURE 14: Aluminum punched windows appear to be original and are past their useful life. Damaged brick at lintel should be repaired.



FIGURE 17: Paint finish on hollow metal door is failing and should be repainted.



FIGURE 15: CMU block has deteriorated/chipped and a hole is present at base of wall. Hole should be filled and sealants replaced.



FIGURE 18: Sealant along base of wall has failed and should be replaced.

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 19: Roof area appears to be in good condition.



FIGURE 22: Community room finishes are in good condition. New carpet was installed in 2018.



FIGURE 20: Seals at the skylights have failed, multiple attempted repairs were observed. Recommend replacing skylight glazing and seals.



FIGURE 23: Tile floor base is cracked in lobby.



FIGURE 21: Roof drain screens are deteriorated and should be replaced.



FIGURE 24: Interior finishes in lobby space are overall in good condition.

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 25: Walls are damaged in a few locations. Recommend installing chair rail or durable wainscot along walls in high traffic areas.



FIGURE 28: Floor and ceiling finishes in Minnetonka Mills Craft Room are worn.



FIGURE 26: New storefront entrance installed recently, like-new condition. Doors have pneumatic powered operators installed and are in working order.



FIGURE 29: Public restrooms are not fully accessible. Lavatories require pipe protection.



FIGURE 27: New carpet installed in lobby in 2018, like-new condition.



FIGURE 30: Public restrooms are not fully accessible. Waterclosets do not provide required clearances.

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 31: Old, stained ceiling tiles in Burwell Room and staff areas. Leak is believed to already been corrected. Recommend replacing ceiling tiles.



FIGURE 34: Accessible family restroom. Vertical grab bar is missing at water-closet, recommend installing grab bar to comply with MN Accessibility Code.



FIGURE 32: Old carpet finish and delaminating doors in staff areas. Recommend replacing doors and carpet finish.



FIGURE 35: Carpet and ceiling tiles in Lake Rose Room are aged.



FIGURE 33: Worn, aged carpet and ceiling tiles in Glen Lake Room. Recommend replacing carpet and ceiling tiles.



FIGURE 36: New carpet installed in Grays Bay Room. Finishes appear in good condition.



FIGURE 37: Carpet finish at upper level appears worn, age of carpet is unknown. Ceiling tiles appear to be newer and are in good condition.



FIGURE 40: Diffusers in Oak Knoll Room were loud due to excessive amount of air coming through diffusers.



FIGURE 38: Fixture do not have automatic flush valves. Consider replacing to use less water.



FIGURE 41: Both AHUs are past useful life, consider replacing.



FIGURE 39: Fins in baseboard do not span entire length of area, causing demand issues.



FIGURE 42: Disconnect for Community Center Distribution Panel on City Hall Switchboard



FIGURE 44: Distribution Panel for Community Center.



FIGURE 43: ADT Fire Alarm Panel



FIGURE 45: Incandescent bulb for dated fire alarm audio/visual device.

Section VI - Facility Assessment

Part C. - Minnetonka Ice Arena

Address: 3401 Williston Road
Minnetonka, MN 55345

Year Built: Arena A: 1970
Arena B: 1989



Minnetonka Ice Arena



Overall Site Context

Building Overview:

The ice arena is comprised of two buildings, Arena A and Arena B. The buildings are connected thru a tunnel. Arena A is newer and slightly larger than Arena B. The main lobby, concessions, and office are located at the front of Arena A.

Summary of Findings:

Site:

1. The asphalt parking area was found to be in generally good condition. Minor cracks were observed.
Recommendation: Patch and fill cracks to prolong life of asphalt and apply seal coat within the next 5 years.
2. Concrete curbs and sidewalks were found to be in good condition.
3. Landscaping around Arena B appears overgrown and is shading the building. Moss is growing on the masonry in damp locations.
Recommendation: Prune landscape to allow more airflow and sunlight around the building.

Exterior Building Envelope:

1. Masonry at Arena A is deteriorated at several locations. Deterioration is likely caused by the use de-icing salts.
Recommendation: Repair masonry where missing, chipped and spalling finish is visible to prolong life of wall.
2. Mortar is missing at several locations within masonry wall around Arena A.
Recommendation: Repair locations where mortar is missing to prolong life of wall.
3. Aluminum windows at Arena A appear to be original and are in poor condition.
Recommendation: Replace aluminum windows within the next 0-5 years.
4. Sealant at masonry expansion joints is failing. Sealant is dried, cracking, and missing at locations.
Recommendation: Replace expansion joint sealants immediately to prevent water intrusion into wall cavity and prolong the life of the wall.
5. Paint finish on the hollow metal doors and frames is peeling and weather stripping is missing at several locations. Light can be seen through the openings on the interior.
Recommendation: Repaint all hollow metal doors and frames and replace weather stripping within the next 0-5 years.
6. EIFS finish at Arena A is damaged at base of wall allowing moisture to wick up wall surface.
Recommendation: Repair EIFS to prevent further damage to finish within the next 0-5 years.
7. Paint is peeling from metal flashing between EIFS and precast panel.
Recommendation: Repaint flashing in the next 0-5

years to improve appearance.

8. Drain is located adjacent to building wall and no splash block is present. Water in this area does not drain well and has the potential to enter into the building.
Recommendation: Extend drain line to direct water away from building perimeter and install a splash block at drain location.
9. A large crack was observed in the exterior CMU wall for the mechanical and electrical room in Arena A.
Recommendation: Repair crack in CMU wall.
10. Masonry walls around Arena B has heavy build up of mildew and moss.
Recommendation: Clean masonry to remove debris. Improve the transition from the metal panel at top of wall to masonry with new drip flashing that diverts water away from the building face.
11. Low-slope metal roof on Arena B appears to be in okay condition. The roof's age is unknown but likely nearing the end of its life expectancy. It was noted that this roof has leaked in the past, current leaks are unknown. The ballasted roof area appear to be older as well and is ponding water.
Recommendation: Plan to replace roof within the next 10-15 years. Metal roofs are typically not recommended for low-slope applications, an EPDM or built-up roof would be a recommended replacement.
12. Downspouts at backside of Arena B do not have extensions or splash blocks and empty water directly against wall.
Recommendation: Install extensions on the downspouts to divert water further away from the building and provide a splash block.
13. Automatic aluminum entrance door at Arena A appears to be new and was fully operational at time of assessment.
14. Aluminum storefront system at Arena B is in poor condition. The frame and doors appear to have been painted at some point and the paint is beginning to peel off. A section of the metal trim is missing at the base leaving exposed wood. Two glass panels were observed to have broken seals and show moisture trapped within.
Recommendation: Repairing missing/broken portions of frame and replace glass panels that have broken seals immediately. Repaint doors and frame within 0-5 years to improve appearance.

Interior:

1. Both arena had new dasher boards installed within the last year. Dasher boards are in very good condition.
2. Concrete slab is worn in Arena A Zamboni garage exposing the aggregate. At this time, no issues were observed.
3. Bench seating and railings in Arena A are in good

condition.

4. Floor finishes in Arena A are worn.
Recommendation: Replace floor finishes in 5-10 years to improve appearance.
5. Hollow metal doors and frames are heavily scratched.
Recommendation: Repaint hollow metal doors and frames in 5-10 years to improve appearance.
6. Acoustic ceiling tiles in Arena B restroom are heavily stained and sagging.
Recommendation: Observe area above ceiling to ensure there is not an active leak and replace stained ceiling tiles.
7. Brown stains are visible on the ice in Arena B. Continual dripping from the ceiling is suspected to be the cause.
Recommendation: Review roof for leaks and humidity levels in arena to determine why underside of roof deck is collecting moisture. Improve ventilation and dehumidification if necessary. Damaged and water soaked insulation should be replaced.

Accessibility & Code Compliance Issues:

1. Restrooms in Arena B do not comply with MN Accessibility Code.
Recommendation: Install pipe protection where missing and grab bars per code. Toilet room accessories shall be relocated and mounted in locations that comply with code.

Plumbing:

The plumbing system was found to be in good working order with a few exceptions:

1. The restroom fixtures in both arenas are approximately 10 to 15 years old. Fixtures appeared to be in okay condition and functioning properly.
Recommendation: Replace within next 1-5 years with low flow and automatic fixtures to reduce water usage.
2. Water heater in Arena A appears to be 5-10 years old and seems to be in good working order.
Recommendation: Water heater should be replaced in the next 5-10 years.
3. Left water heater in Arena B appears to be 10 years old and seems to be in good working order.
Recommendation: Water heater should be replaced in the next 5-10 years.
4. Storage tank in Arena B is 29 years old and is past its useful life.
Recommendation: Storage tank should be replaced in the next 1-5 years.

HVAC Systems:

1. Arena A Furnaces are all 5-10 years old and appear to be working in good order.
Recommendation: Furnaces should be replaced in the

next 5-10 years.

2. Various pieces of ductwork above locker rooms are partially crushed, not allowing proper airflow through duct.
Recommendation: Reshape ductwork to proper shape to allow full airflow to locker rooms.
3. Rooftop units condensate should be routed to a drain instead of being dumped on roof.
Recommendation: Condensate can be pumped or piped so it does not collect on roof, which creates slick spots where condensate sits on roof.
4. Arena A rooftop units are both 22 years old and at or beyond their useful life.
Recommendation: Rooftop units should be replaced in the next 1-5 years.
5. Lots of build up on AHU due to exhaust air.
Recommendation: Consider moving duct to not blow directly at unit. this will reduce the build up on unit.
6. Arena B had a very damp feel and air was stuffy.
Recommendation: Larger dehumidification unit should be installed to keep up with needs of space. Unit should be able to provide more air to space.
7. Infrared heaters appeared to be 10-15 years old.
Recommendation: Replace heaters to achieve more even heating in stands.
8. Arena B ice system appears to be 15-20 years old and runs on R-22. Coolant could be smelled in mechanical room, signifying a leak in the system.
Recommendation: Ice system should be updated in the next 1-5 years as R-22 will be phased in 2020 and will not be available.
9. Heat exchanger for Arena B was iced up. This decreases efficiency and can cause other maintenance issues with the system.
Recommendation: Increased airflow across heat exchanger can help with icing up. Also, if an appropriately sized heat exchanger is installed this will aid in operation.

Electrical Systems:

The electrical service is a 480/277V pad mounted transformer. Power is distributed throughout the building via a 1200A switchboard, SWB-3, which feeds the following loads:

- 480/277V 225A Panel (P-5)
- 480V to 208V transformer serving 208/120V 225A Panel (P4)

480/277V 600A Distribution Panel (Sub-panel A) which feeds:

- Emergency Lighting Panel
- Mechanical Equipment
- 480/277V 200A Lighting Panel (LCC-1)
- 480/277V 225A Fused Switchboard 1

480/277V 800A Arena B panel which feeds:

- Mechanical Equipment
- Zamboni Charger

-Soccer Field Lighting
480/277V 225A Panel (P7) which feeds:
-480V to 208V transformer serving
208/120V-100A panel (P6)
Panels and switchboards are dated (some are around 30 years old); however, all appear to be in good working condition, and there have been recent inspections (2015 and 2017).

Recommendation: Need of replacement not expected until late term (10-15 years).

- Arena B roof replacement
- Arena A common area, locker rooms, restrooms flooring replacement

End of Summary

Emergency/Stand-by Power Distribution:

1. There is no standby generator for the ice arena building. All emergency egress lighting is accomplished by using battery backup fixtures and remote heads.
2. The building is not equipped with an emergency generator.

Recommendation: Adding an emergency generator to this facility is recommended to prevent the ice from melting during power outage scenarios. Maintenance mentioned that this facility frequently experiences power outages. Planning for a future a backup generator within 5-10 years would be beneficial.

Lighting:

Lighting for the Ice Arena is primarily fluorescent. There are incandescent exterior building mounted fixtures, but exterior pole lights have been upgraded to LED. No automatic lighting controls (occupancy sensors, vacancy sensors, etc.) were observed during the assessment.

1. Maintenance mentioned that the sockets of the fluorescent high-bay fixtures corrode causing bad connection with the tubes.

Recommendation: It is recommended that high-bay fixtures be replaced with enclosed integral LED fixtures to improve efficiency and reduce problems caused by corrosion. Further energy efficiency can be achieved by including automatic controls throughout the building.

Fire Alarm System:

The fire alarm system for the building is a newer Notifier system, with a new annunciator panel. All devices and head-end equipment for Fire Alarm system appears to be in good working condition and no service beyond routine maintenance is recommended.

Capital Improvements Program (2018-2022)

For reference, items currently identified for replacement or repair in the City's Capital Improvements Program between the years 2018-2022 include:

- Fire panels and associated emergency detectors in Arena A and Arena B
- Building automation systems upgrades
- Arena A roof analysis

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FIGURE 1: Windows are aged and past useful life expectancy. Replacement of windows is recommended.



FIGURE 4: Brick is deteriorated.



FIGURE 2: Masonry is spalled and show signs efflorescence at entry to Arena A.



FIGURE 5: Expansion joint sealant is failing. Sealants should be replaced.



FIGURE 3: Masonry is damaged and mortar is missing at base of wall.



FIGURE 6: Paint at hollow metal frame is peeling. Recommend repainting the frames.

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FIGURE 7: Deteriorating mortar at top of wall.



FIGURE 10: Paint on hollow metal doors and frames is faded, recommend repainting.



FIGURE 8: Deteriorating EIFS at base of wall.



FIGURE 11: Drain empties adjacent to building, recommend extending drain to direct water away from building perimeter.



FIGURE 9: Paint at metal flashing is peeling, recommend repainting flashing.



FIGURE 12: Crack in masonry wall, recommend patching crack.

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FIGURE 13: Low-slope metal roof, appears to be in okay condition. Historically roof has had numerous leaks.



FIGURE 16: Signs of moisture on masonry wall. Recommend cleaning wall and installing drip flashing to direct water from above away from masonry below.



FIGURE 14: Roof has ponding water near downspout outlet. Recommend adjusting roof slope to improve drainage and install downspout extensions.



FIGURE 17: Paint finish on metal frame and door is failing and should be repainted.



FIGURE 15: Downspout empties directly at building wall, recommend installing downspout extensions to direct water away from building.



FIGURE 18: Metal sill trim piece is not attached, wood is exposed. Recommend repair to conceal exposed wood.

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FIGURE 19: Several window panels show signs of moisture between the glass panes. Recommend replacing glazing.



FIGURE 22: Arena A - new boards installed within last year.



FIGURE 20: Weather seals at door threshold is torn and missing. Recommend replacement.

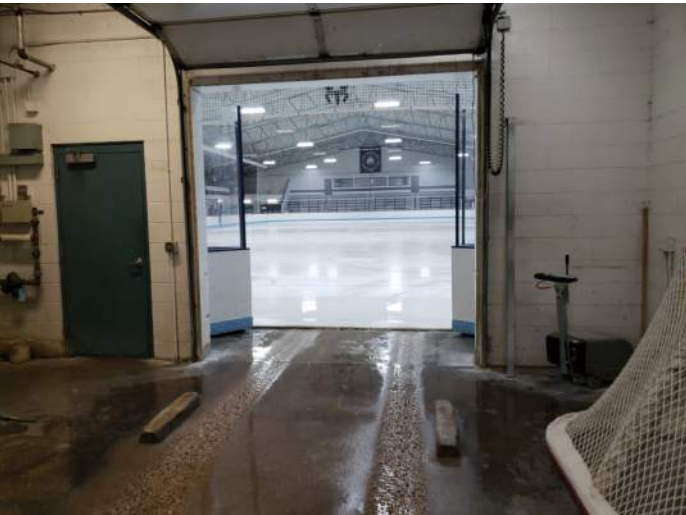


FIGURE 23: Concrete is very worn, exposing aggregate at Zamboni garage.



FIGURE 21: Overhead door jamb paint finish is peeling. Recommend repainting to prolong lifespan.



FIGURE 24: Weather seals at double door are in poor condition, light can be seen through door. Recommend installing new seals.

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FIGURE 25: Bench seating and railings are in good condition.



FIGURE 28: Weather seals missing at doors. Recommend installing new seals.

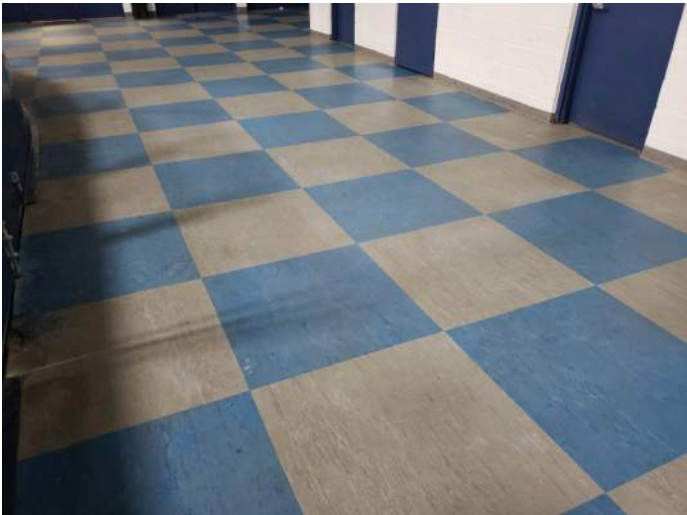


FIGURE 26: Floor finish is worn.



FIGURE 29: Corrosion at pipe chase in lobby. Recommend verifying pipe is not leaking and repair finish around pipe.



FIGURE 27: Restrooms are accessible. Finishes are worn and aged.



FIGURE 30: Finishes in lobby are worn. Recommend repainting doors and frames and replacing floor finish to update appearance.

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FIGURE 31: Concession area is in good condition.

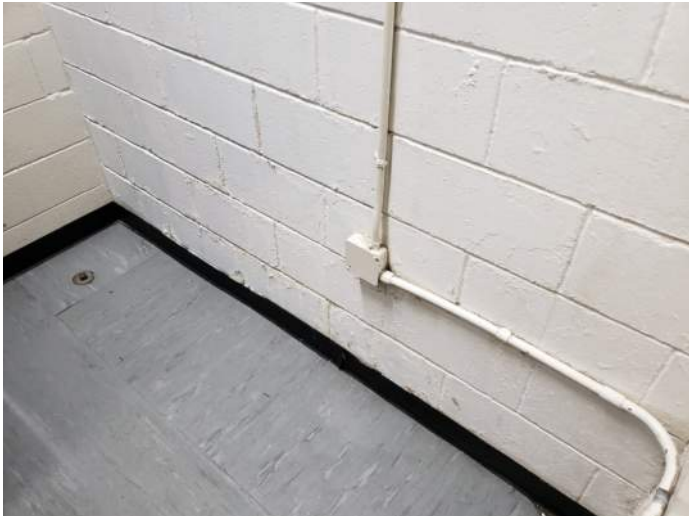


FIGURE 34: Signs of water intrusion at link between Arena A and Arena B. Water intrusion may be caused by grading issues around building.

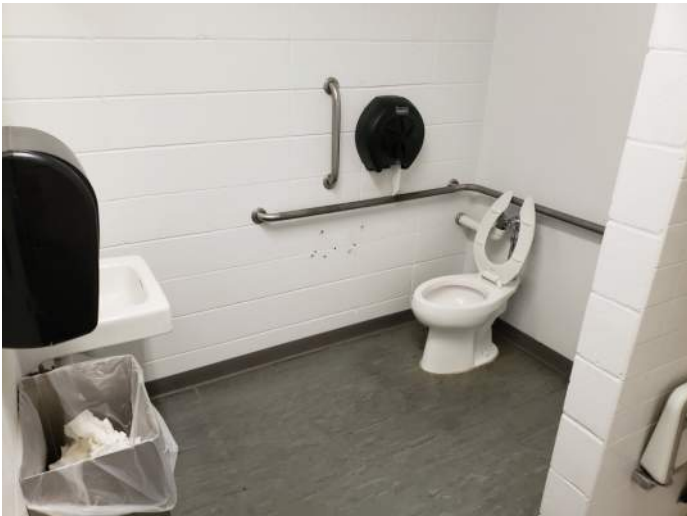


FIGURE 32: Restroom and shower are accessible. Floor finishes are worn.



FIGURE 35: Overhead door at Arena B does not appear to have safety sensors installed. Recommend installing safety sensors at door.



FIGURE 33: Locker room floor finishes are worn. Benches appear to be in okay condition.



FIGURE 36: New boards installed in Arena B within last year.

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FIGURE 37: Exterior doors lacking weather seals, recommend installing new weather seals.



FIGURE 40: Restroom does not comply with MN Accessibility Code requirements. Finishes are worn.



FIGURE 38: Floor finish, doors, and metal frames are in poor condition. Recommend replacing floor finish and repainting doors and frames.



FIGURE 41: Men's restroom does not comply with MN Accessibility Code requirements. Finishes are worn.



FIGURE 39: Damaged electrical receptacle, recommend replacement.



FIGURE 42: Women's restroom does not comply with MN Accessibility Code requirements. Finishes are worn.

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FIGURE 43: Stained ceiling tiles in Women's restroom. Recommend verifying if leak exists and repair. Replace ceiling tiles for improved appearance.



FIGURE 46: Ductwork is smashed in areas. Reform duct to proper shape.



FIGURE 44: Brown stains on ice from condensation at ceiling. City is not sure if roof is leaking or if moisture is trapped in insulation panels.



FIGURE 47: Condensate build up on AHU do to exhaust air blowing directly at unit. Consider directing air in different direction.



FIGURE 45: Insulation panels at underside of roof are sagging.



FIGURE 48: Heat exchanger for ice system in Arena B is iced up, this reduces efficiency and can cause maintenance issues.



FIGURE 49: Arena B ice system is 15-20 years old and contains R-22, which will be phased out in 2020. Leak in system was present.



FIGURE 52: Exterior incandescent fixture. Fixture is filled with bugs and cover/lens is beginning to come apart.



FIGURE 50: Main Switchboard and Service disconnect serving the entire building.

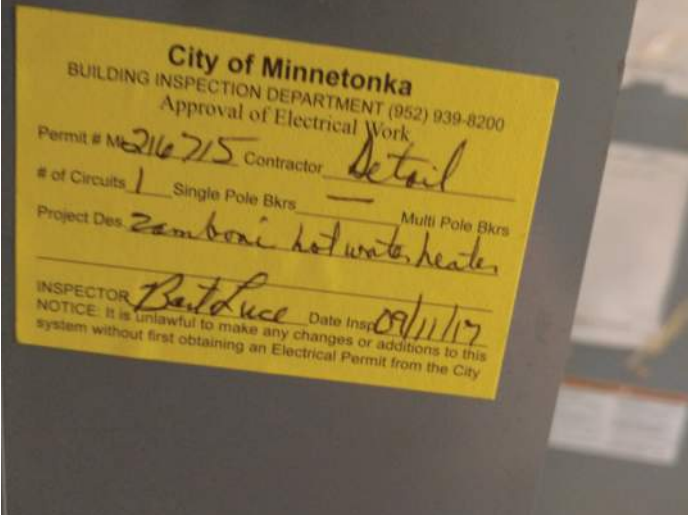


FIGURE 53: Panel sticker showing recent 2017 inspection.



FIGURE 51: New Notifier Fire Alarm Annunciator Panel.

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Section VI - Facility Assessment

Part D. - Williston Center

Address: 14509 Minnetonka Drive
Minnetonka, MN 55345

Year Built: Estimated 1970's



Williston Center



Overall Site Context

Building Overview:

The Williston Center is the primary fitness center for the City of Minnetonka. The building contains a pool, basketball and tennis courts, batting cages, children's play area, studio spaces, and a fitness space. The building consists of a series of additions. The basketball and tennis courts area is a steel rigid frame building, while other areas of the building have exposed heavy-timber framing. The batting cage area is a relatively low-quality construction metal building.

Summary of Findings:

Site:

1. Concrete curbs and gutters were found to have large chipped areas near the building entrance.
2. Asphalt paving at parking area has several cracks.
Recommendation: Repair cracks and apply seal coat to prolong life of paving.
3. Masonry wall cap is damaged at retaining wall along ramp.
Recommendation: Replace and repair cap to prevent further deterioration to the wall.
4. Downspouts were found to drain adjacent to building foundation and/or causing erosion.
Recommendation: Extend downspouts and provide splash blocks to direct water away from building perimeter. Where erosion is occurring, provide hardscaped areas to slow water and where possible place downspout extensions underground to divert water away from landscaping.

Exterior Building Envelope:

1. Several holes were found in the Exterior Insulation Finish System (EIFS). These holes are likely caused from birds.
Recommendation: It is recommended that the EIFS be repaired to minimize water intrusion behind the finish layer which has potential to grow mold and deteriorate the insulation layer. Further deterioration of the finish layer will occur if repairs are not completed in the near future. A stronger mesh product is available which can resist birds and is recommended based on the observations.
2. The insulated aluminum windows and storefront system appeared to be in good condition. The exact age of the units is unknown.
3. Concrete stoops at overhead doors are cracked and chipped.
Recommendation: Replace concrete at stoops to aid in directing stormwater away from opening.
4. Exterior metal siding at tennis/basketball courts building is damaged at base of wall.
Recommendation: Repair metal siding and install barrier to protect wall surface from plow/snow

damage.

5. Exterior metal doors and frames are showing signs of rust.
Recommendation: It is recommended that metal surfaces be cleaned, primed, and painted to extend their life and to prevent potential damage to adjacent materials.
6. A hole was observed at the base of wall in the CMU foundation.
Recommendation: Repair and patch hole in CMU immediately to prevent water intrusion and pests from entering the building.
7. Exposed rigid insulation at base of wall is deteriorating.
Recommendation: Replace rigid insulation with new material which is approved for direct ground contact and provide cover board to protect insulation from direct UV exposure.
8. Vinyl siding is damaged in several locations and faded.
Recommendation: Replace vinyl siding with new cladding material.
9. The roof areas appear to be in good condition. It was noted by staff that there were leaks in previous years, mostly at locations where building transitions occur. During the assessment ponding water was observed on the roof. Industry standards typically suggest all water drain from the roof area within 24 hours of a rain event.
Recommendation: Continue to monitor ponding water condition at roof, if leaking occurs in suspected area adjust roof slope to properly drain water.
10. Sealant at window sills is degraded and no longer adhering to surfaces.
Recommendation: Replace sealants immediately to prevent water intrusion.
11. Missing and/or damaged weather stripping was observed at exterior doors.
Recommendation: Replace weatherstripping on doors.

Accessibility & Code Compliance Issues:

1. The restrooms and locker rooms observed were found to meet MN Accessibility Code requirements.
2. Fire-rated exit door leading to stairwell is behind held open. Doors as part of a rated stair enclosure should not be held open.
3. Stairwell is being used for storage. Stairwell should not be used for storage and area should be kept clear for egress.

Interior:

1. Carpet finishes in the lobby were replaced in 2018 and are in very good condition.
2. Acoustic ceiling tiles in the lobby are sagging.
Recommendation: Replace sagging ceiling tiles to improve appearance of lobby.

3. Stains were observed at multiple locations along the top of the wall in the lobby. The stains appear to be from water running down the wall.
Recommendation: Remove ceiling tiles and inspect area above ceiling to locate source of moisture and ensure there is not an active leak.
4. Wood doors in locker room show signs of water damage at base.
Recommendation: Replace wood doors to improve appearance.
5. Floor finish in tennis courts area is peeling at area along wall.
Recommendation: Patch floor finish at area where finish is missing to prevent further delamination of existing finish.
6. Rust was observed at underside of metal roof deck in the fitness room.
Recommendation: Review and determine source of moisture causing rust. Rust maybe present due to high humidity levels caused by the pool area. Paint metal roof deck to prevent deterioration.
7. Rust and peeling paint was observed around a ceiling mounted sprinkler head and air diffuser.
Recommendation: Rust is likely caused by high humidity levels caused by showers in the locker rooms and the adjacent pool area. Recommend improving exhaust air and dehumidification in these spaces. Paint rusted components to prevent further deterioration.
8. Floor and wall tile in the locker rooms and shower areas was recently replaced to improve waterproofing in the space. Finishes were found to be in very good condition.

Plumbing:

The plumbing system was found to be in good working order with a few exceptions:

1. Most fixtures appear to 5-10 years old. Most of these fixtures are manual operation. All fixtures appear to be working properly.
Recommendation: Replace within next 5-10 years with low flow fixtures with automatic fixtures to reduce water usage.
2. Floor drain in boiler room is completely gone from corrosion.
Recommendation: Floor drain should be replaced to a corrosion resistant material.
3. Water heaters and water softeners were recently replaced.
4. Sewage ejector was said to have issues with getting clogged due to odd things flushed.
Recommendation: Change style of pump to be able to grind up all materials that come into pump.

HVAC Systems:

1. Lobby area was said to be hot in summer and cold in winter.
Recommendation: Provide more air to this area to pick up the load needed. Also, no air was supplied over the windows near the entry. Supplying air in this area will help with drafts.
2. Radiant heat in tennis courts is old and very hard to access due to height it is mounted at.
Recommendation: Replace heaters in next 5-10 years. Consider placing more heaters spread out across space and mounted lower to be more effective.
3. Air in tennis courts was stuffy and stagnant. There was only one small ceiling fan along with two exhaust fans that were manually operated.
Recommendation: Install destratification fans to aid in air movement, this will help to make area feel cooler and less stuffy. Consider having fans run automatically along with dampers associated with fans.
4. Unit in batting cages is 21 years old and past its useful life. Air in batting cages felt stagnant.
Recommendation: Replace unit in the next 1-5 years. The average lifespan of a furnace is between 15 to 20 years. A new energy efficient furnace will also help reduce operating costs. Consider installing fans to move air around in room, possibly a destratification fan due to the taller ceilings.
5. The soft duct in Kids Corner was said to be difficult to clean. Area is also hard to keep cool at times of high demand.
Recommendation: Replace soft duct with hard round duct to make cleaning easier. If possibly provide more air to room to keep up with cooling demands.
6. VAV-7 was shut-off due to adding RTU to pick up top floor fitness area.
Recommendation: Consider diverting air that was for this area to entry and kids area to aid in keeping up with loads in said areas.
7. Pool area cooling unit is currently getting replaced.
8. Rooftop equipment condensate just runs onto equipment and onto roof. This creates build up and unnecessary wear on roof and equipment.
Recommendation: Pick up condensate with drain near equipment or pump condensate to more appropriate location.

Electrical Systems:

The electrical service is a 208/120V pad mounted transformer. Power is distributed throughout the building via a 2000A switchboard, MSB, which feeds the following loads:

- 208/120V 200A Panel (L1)
- 208/120V 200A Panel (L2)
- 208/120V 200A Panel (L4)
- 208/120V 200A Panel (L6)

208/120V 600A Switchboard (SWBD-LF) which feeds:

- Mech Equipment
- 208/120V 100A Panel (L11)
- 208/120V 100A Panel (L12)
- 208/120V 200A Panel (L14)

208/120V 800A Switchboard (SWBD-LL) which feeds:

- Mech Equipment
- 208/120V 100A Panel (L13)
- 208/120V 100A Panel (L05)

Most of the panels and electrical equipment are less than 20 years old and in good working condition. A few were a part of the original 1970's install and were formally part of a high leg delta system. These panels are now circuited to the current 208/120V three phase system. Although these original install panels are older than expected service life, they appear to be in good working condition.

Recommendation: Replace electrical panels in 10-15 years.

Emergency/Stand-by Power Distribution:

There is no standby generator for the building. All emergency egress lighting is accomplished by using remote heads for a portion of the building, and a centralized low voltage battery backup system for the rest. The remote head fixtures are old and placed in non-ideal locations (occluded by tennis court curtains in some cases).

Recommendation: Maintenance expressed that the goal is to get a generator within the next 10 years. If the generator is purchased all emergency lighting can be backed up by it. If not, it is recommended that either the central battery backup system be extended to cover the entire building or remote head fixtures be replaced with new LED versions.

Recommendation: Relocated emergency lighting that is blocked by tennis court curtains.

Lighting:

1. Lighting is a mixture of fluorescent and LED inside the building, and LED poles and HPS wall-packs outside. For lighting control, there is a Crestron control panel. Maintenance mentioned that the control panel is no longer supported by the manufacturer and new zones are not able to be added.

Recommendation: If new control zones are needed, it is recommended that localized control (vacancy sensors with dimmers) be used to avoid needing to replace the entire system. Recommend replacement within 5-10 years.

2. Maintenance also mentioned that there are complaints about the fluorescent high-bay lighting. This lighting causes glare to the athletes, and sometimes the "flicker" of fluorescent lights makes tracking the motion of fast moving balls difficult.

Recommendation: Replace fluorescent high-bay lighting with indirect LED light fixtures within 1-5

years.

Fire Alarm System:

The fire alarm system for the building is a newer Notifier system. All devices and head-end equipment for the fire alarm system appears to be in good working condition and no service beyond routine maintenance is recommended.

Capital Improvements Program (2018-2022)

For reference, items currently identified for replacement or repair in the City's Capital Improvements Program between the years 2018-2022 include:

- Fire panels and associated emergency detectors
- Pool HVAC unit
- Drainage improvements around batting cages
- Replace South wall siding at tennis building
- Repair tennis building roof
- Paint tennis building interior
- Replace pool heater
- Replace HVAC RTU-5 & 6
- Resurface tennis courts
- Install UV disinfectant system for pool
- Install emergency generator

End of Summary

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FIGURE 1: Damaged masonry cap at landscape wall adjacent to ramp. Recommend replacing cracked units and repairing cap.



FIGURE 4: Downspout is eroding landscape. Recommend adding rock or other materials to prevent erosion.



FIGURE 2: Cracked and chipped concrete stoop at overhead door. Cracked asphalt paving.



FIGURE 5: Metal wall panels are damaged at backside of building.



FIGURE 3: Hole in CMU masonry at base of wall. Recommend patching hole.



FIGURE 6: Hollow metal door is rusting. Recommend repainting door.

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FIGURE 7: Hollow metal door is rusting and metal panel is damaged at outside corner. Recommend installing a bollard to protect building and repaint door.



FIGURE 10: Damaged vinyl siding and deteriorating rigid insulation. Recommend replacing insulation and covering the panels with a protective material.



FIGURE 8: Downspout drains water onto wall and adjacent to building. Recommend extending downspout to direct water away from building.



FIGURE 11: Ponding water was observed on the roof. It is recommended that water drain from roof area within 24 hours of a rain event.



FIGURE 9: Downspout is eroding area adjacent to concrete walk. Recommend extending downspout underground to prevent further erosion.



FIGURE 12: Sealants at window sills are failing and no longer adhered to the surface. Recommend replacing sealant.

Community Facility & Programming Space Study

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FIGURE 13: EIFS has multiple holes, likely from birds. Recommend repairing finish to prevent further deterioration of system.



FIGURE 16: Chipped concrete curb and gutter at parking lot.



FIGURE 14: Downspout drains adjacent to base of wall. Recommend extending downspout to direct water away from building perimeter.



FIGURE 17: Sagging ceiling tiles in lobby.



FIGURE 15: Asphalt parking area is cracking. Recommend patching and sealing parking area to extend life.



FIGURE 18: Water stains at top of wall in lobby area.

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FIGURE 19: New carpet finish in lobby area installed in 2018.



FIGURE 22: Recommend painting hollow metal door and frame and installing panic hardware for egress.



FIGURE 20: Lower level restrooms are in good condition and accessible.



FIGURE 23: Damaged/missing weather stripping at exterior door. Recommend replacing weather stripping and painting door and frame.



FIGURE 21: Floor finish in tennis court area is peeling.



FIGURE 24: Fire-rated exit door held open. Door is part of rated enclosure and should be closed at all times.



FIGURE 25: Items stored in rated stair enclosure. It is recommended that the exit stair area not be used for storage.



FIGURE 28: Wood doors in locker room are showing signs of moisture damage at bottom. Hollow metal frames should be repainted where rusting.



FIGURE 26: Signs of rust and moisture around ceiling mounted sprinkler head.



FIGURE 29: Rust is visible at underside of roof deck in fitness room.



FIGURE 27: Lockers, floor, wall, and ceiling finishes are in good condition in family locker room.



FIGURE 30: Exterior hollow metal door, damaged weather stripping and rusted. Recommend replacing weatherstripping and repainting door/frame.

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FIGURE 31: Showers in locker rooms are newly tiled and in good condition.



FIGURE 34: Water heaters were recently installed.



FIGURE 32: Diffuser in locker rooms is rusted. Recommend reviewing dehumidification system to improve air quality in space.



FIGURE 35: Water Softeners were recently installed.



FIGURE 33: Floor drain in Boiler Room was completely corroded away.



FIGURE 36: No air is blowing over windows near entry, this can lead to drafts being felt.

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FIGURE 37: Tennis court is served by a single radiant heater. Consider installing multiple, along with destratification fans.



FIGURE 40: Soft duct is difficult to clean. Consider replacing with hard duct for easier access.



FIGURE 38: Relief dampers are all manual, consider changing these to automatic to work with exhaust fans.



FIGURE 41: Pool dehumidification unit is in the process of being replaced.



FIGURE 39: Batting cages only supplied in one location. Consider supplying evenly across area and integrating fans to destratify room.



FIGURE 42: Consider having condensate picked up by drain or pump instead of flowing onto equipment and roof. This will reduce the build up on unit and roof.



FIGURE 43: Old remote head emergency light fixture.



FIGURE 46: Notifier Fire Alarm System.



FIGURE 44: Old formerly "High Leg Delta" system panel. Now connected to 208/120V Wye system.

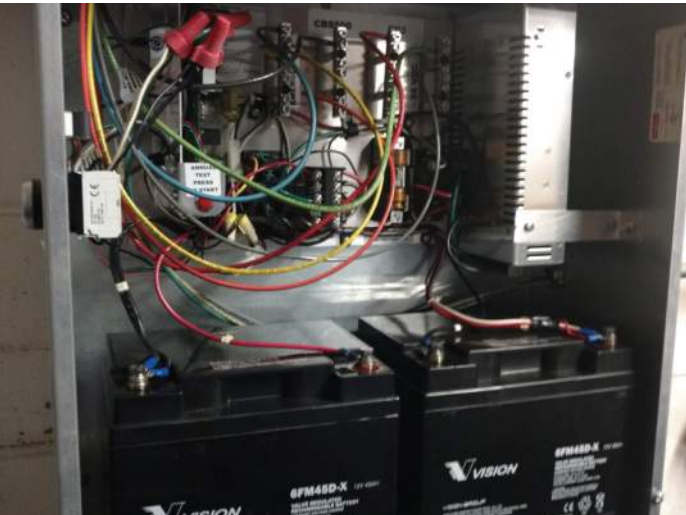


FIGURE 47: Centralized low voltage battery backup emergency lighting system.



FIGURE 45: Large metal halide exterior wall-pack fixture.

Section VI - Facility Assessment

Part E. - Glen Lake Activity Center

Address: 14350 Excelsior Blvd
Minnetonka, MN 55345

Year Built: Estimated early 1960's
Remodeled 1998



Glen Lake Activity Center



Overall Site Context

Building Overview:

The Glen Lake Activity Center is a converted Fire Station which now is used for community meeting space, police and EMS offices. The building contains a large 1,600 sf meeting space that is divisible into two smaller equal rooms.

Summary of Findings:

Site:

1. Concrete curbs and gutters were found to be in good condition.
2. Asphalt paving at parking area has several cracks.
Recommendation: Repair cracks and apply seal coat to prolong life of paving.
3. Concrete sidewalks were found to be in good condition.

Exterior Building Envelope:

1. The primary exterior finish is brick. The brick was found to be in good condition. Cracked bricks were observed at two locations, parapet and base of wall.
Recommendation: It is recommended that the damaged brick be repaired/replaced.
2. Mortar at exterior brick finish is aged and degraded.
Recommendation: It is recommended in the next 5-10 years the building undergo tuckpointing.
3. Age of roof is unknown. Stains from water leaks were observed within the building.
Recommendation: Hire a roofing company to review roof flashing and membrane; repair or replace as needed.
4. Efflorescence was observed around the upper portion of the hose tower, a sign that water is penetrating the wall. Water damage was also evident within the hose tower.
Recommendation: Hire a roofing company to review lower roof flashing and membrane; repair or replace as needed.
5. Aluminum framed entrances and doors were found to be in very good condition.
6. Exterior metal door and frame is showing signs of rust.
Recommendation: It is recommended that metal surfaces be cleaned, primed, and painted to extend their life and to prevent potential damage to adjacent materials.
7. Wood siding is weathered and aged.
Recommendation: Replace wood siding with a more durable product such as metal.
8. Glass block windows were found to be in good condition.
9. Wood fence at trash enclosure is extremely weathered and damaged.
Recommendation: Replace trash enclosure fence with a more durable metal fence product.

Accessibility & Code Compliance Issues:

1. Both single-user restrooms meet current ADA requirements.
2. Accessible parking stalls are provided and designated in the main parking lot meeting current ADA requirements.

Interior:

1. Floor finish in the meeting room is in good condition.
2. Resilient flooring in corridor is worn and stained.
Recommendation: Replace resilient floor tiles in lobby/corridor area.
3. Stains were observed at multiple locations at ceiling tiles in corridor.
Recommendation: Repair any current leaks and replace stained/damaged ceiling tiles.
4. Floor and wall finishes in restrooms were found to be in good condition.
5. Operable wall panel in meeting room is damaged with tears and rips in fabric.
Recommendation: Replace damaged panels.
6. Carpet in private offices is in new condition, replaced within the last year.
7. Peeling paint was observed inside the hose tower.
Recommendation: Repair source of water and remove peeling paint, repaint areas affected.

Plumbing:

1. The gas water-heater is at the end of its useful life; estimated from 1996.
Recommendation: Replace within the next 1-5 years with a new energy efficient water-heater.

HVAC Systems:

1. The building is served by a RTU and small residential style furnace. The RTU and furnace were replaced within the last year and are in working order.
2. The storage space is heated by a unit heater. The heater was operational, its age is assumed from 1998.

Electrical Systems:

1. The electrical service appears to be original to the building and is a 240/120V - 200A service. Although the panels are older than expected service life, they appear to be in good working condition.
Recommendation: Replace electrical panels in 10-15 years.

Emergency/Stand-by Power Distribution:

1. There is no standby generator for the building. All emergency egress lighting is accomplished by using battery-powered fixtures.
Recommendation: Replace egress lighting with new LED versions in 5-10 years or at time of battery

needing replacement.

Lighting:

1. Lighting is a mixture of fluorescent and LED around the building. The meeting room and exterior building mounted lights have been retrofitted with LED lamps.
Recommendation: Replace the remaining fluorescent lamps with LED when existing lamps fail or within 1-5 years.

Fire Alarm System:

1. The building is equipped with a EST fire alarm system. The system was not tested but appears to be functional.

Capital Improvements Program (2018-2022)

For reference, items currently identified for replacement or repair in the City's Capital Improvements Program between the years 2018-2022 include:

- No items were identified in the City's current CIP for this facility.

End of Summary

Community Facility & Programming Space Study

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FIGURE 1: Efflorescence visible around the hose tower.



FIGURE 4: Hollow metal door and frame with faded paint finish.



FIGURE 2: Aged/deteriorating wood siding.



FIGURE 5: Damaged and deteriorating wood fence at trash enclosure.



FIGURE 3: Damaged/deteriorating masonry at base of wall.



FIGURE 6: Cracks in asphalt parking area.

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FIGURE 7: LED lamps in meeting room.



FIGURE 10: Peeling paint within hose tower.



FIGURE 8: Damaged operable wall partition.



FIGURE 11: Worn floor finish in corridor/lobby.



FIGURE 9: Stained ceiling tiles in corridor/lobby.



FIGURE 12: Aluminum entrances are in good condition.

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FIGURE 13: 200A electrical service.



FIGURE 16: Accessible wall-hung lavatory in good condition.



FIGURE 14: Existing gas water-heater; water-heater is past its expected life-span.



FIGURE 17: Accessible watercloset in good condition.

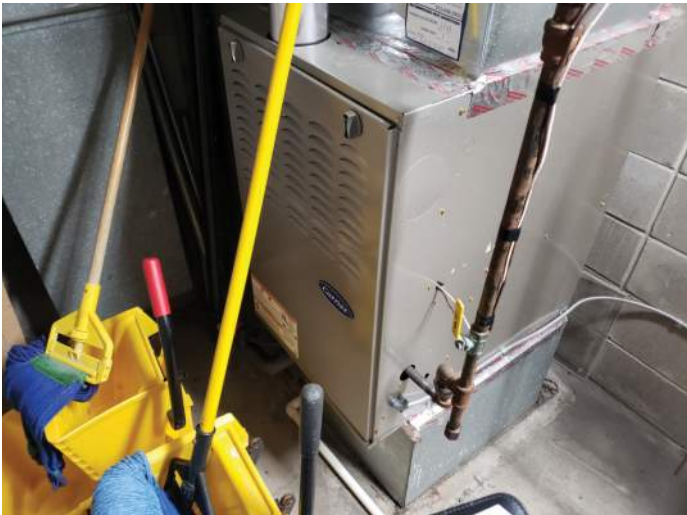


FIGURE 15: Existing gas furnace is in good operating condition; was replaced with RTU approximately one year ago.



FIGURE 18: New carpet finish in private offices; approximately one year old.



FIGURE 19: Exterior light fixtures retrofitted with LED lamps.



FIGURE 20: Unit heater in storage space is operational; age is assumed from 1998 remodel.

Section VI - Facility Assessment

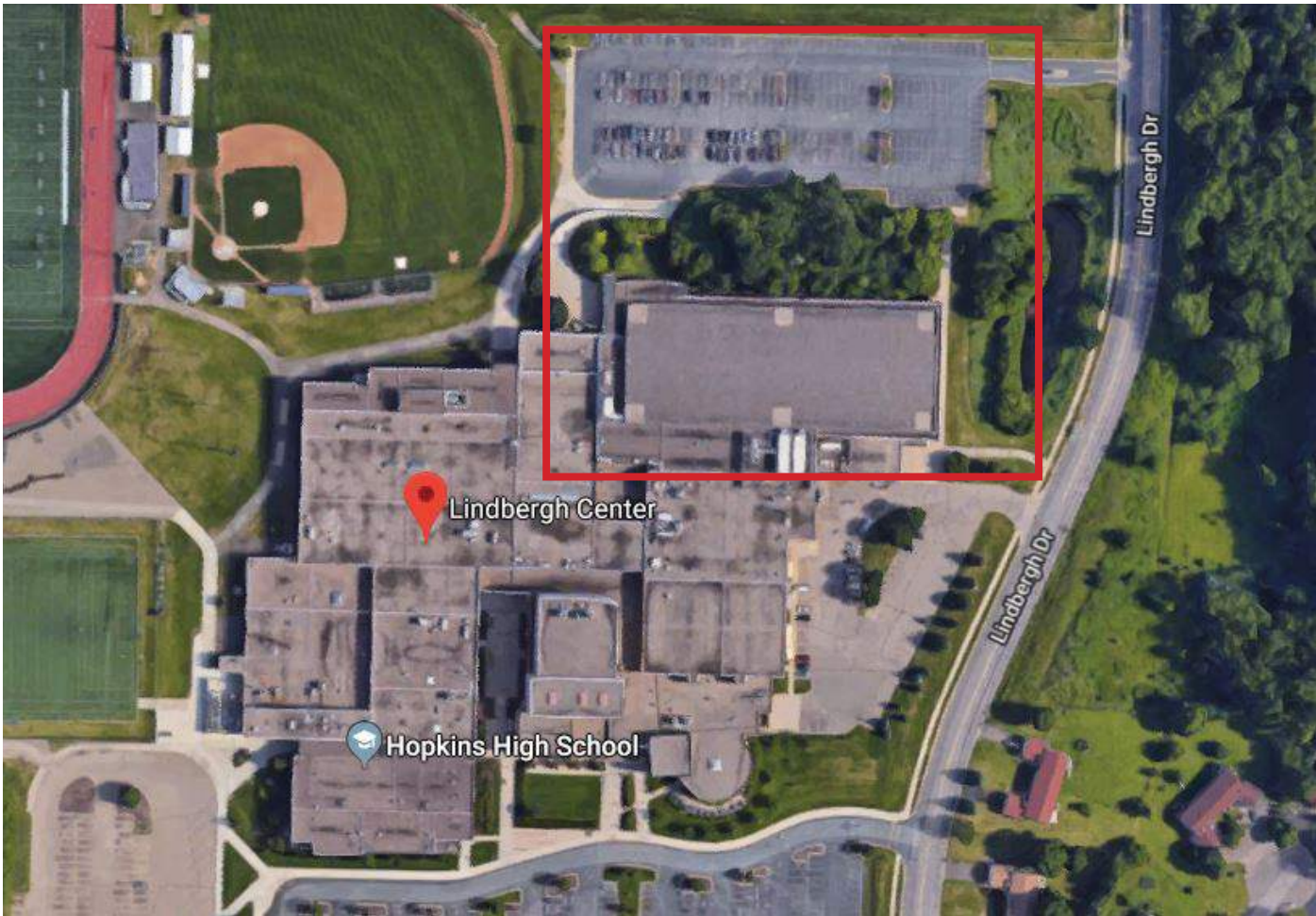
Part F. - Lindbergh Center

Address: 2400 Lindbergh Drive
Hopkins, MN 55305

Year Built: 1996



Lindbergh Center



Overall Site Context

Building Overview:

The Lindbergh Center is a jointly owned and operated facility 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.

Summary of Findings:

Site:

1. Concrete curbs and gutters were found to be in good condition.
2. Asphalt paving at parking area is in poor condition with several large pot holes and cracks.

Recommendation: Resurface parking lot within the next 1-5 years.

3. Concrete sidewalk area at entrance has multiple cracks and is uneven.

Recommendation: Replace cracked sections of concrete within 1-5 years to ensure a smooth walking surface and ease of snow removal.

Exterior Building Envelope:

1. The primary exterior finish is brick. The brick was found to be in good condition.
2. The roof was not observed. However, staff indicated the roof was replaced within the last year.
3. Aluminum framed entrances and opening were found to be in overall good condition. Seals at one location appear to be damaged.

Recommendation: Repair damaged seal at glazing.

4. Exterior metal door and frame is showing signs of rust.

Recommendation: It is recommended that metal surfaces be cleaned, primed, and painted to extend their life and to prevent potential damage to adjacent materials.

Accessibility & Code Compliance Issues:

1. Both single-user restrooms met current ADA requirements with exception for missing pipe insulation at wall-hung lavatories.

Interior:

1. Carpet floor finish in the classroom is in okay condition, worn/stained areas are visible.

Recommendation: Replace carpet in 1-5 years.

2. Upper walking/jogging track floor surface is worn and peeling/cracking.

Recommendation: Replace track surface in 5-10 years.

3. Floor transition strips are damaged and/or missing at several locations.

Recommendation: Replace floor transition strips.

4. Gypsum board ceiling is cracked in main entry vestibule.

Recommendation: Repair crack.

5. Basketball court surface appeared to be in good condition. Staff noted some damage has occurred in select areas likely from moving bleachers.

6. Interior hollow metal doors are showing wear.

Recommendation: Repair/repaint interior doors and frames around gym space.

Plumbing:

1. The plumbing system and fixtures appear to be in good working order. The water service is shared with the high school and was not observed during the assessment.

HVAC Systems:

1. No heating or cooling issues were noted during the assessment. HVAC equipment was not observed as part of this assessment.

Electrical Systems:

1. Power distribution system was found to be in good working condition.
2. Scoreboard are in very good condition; estimated to be 5-6 years old.

Emergency/Stand-by Power Distribution:

1. These systems were not observed as part of this assessment.

Lighting:

1. Lighting has been retrofitted with LED fixtures.

Fire Alarm System:

1. Fire alarm system was not observed as part of this assessment.

Capital Improvements Program (2018-2022)

For reference, items currently identified for replacement or repair in the City's Capital Improvements Program between the years 2018-2022 include:

- Replace portable bleachers
- Resurface parking lot
- Replace doors
- Replace carpeting
- Sidewalk/entrance reconfiguration
- Replace four basketball court surfaces
- Repair/replace walking/jogging track surface

End of Summary

Community Facility & Programming Space Study

Minnetonka, MN



FIGURE 1: Cracks and pot holes in parking lot.



FIGURE 4: Glazing seals at aluminum storefront failing.



FIGURE 2: Uneven and cracked concrete at entrance.



FIGURE 5: LED lighting in gym area.



FIGURE 3: Hollow metal door and frame with poor paint finish.



FIGURE 6: Overall view of basketball courts.

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FIGURE 7: Missing/damaged floor transitions.



FIGURE 10: Scoreboard in like new condition.



FIGURE 8: Classroom space, worn/stained carpet.



FIGURE 11: Retractable bleachers.



FIGURE 9: Exercise room - finishes observed were in good condition.



FIGURE 12: Wrestling room - finishes observed were in good condition.

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FIGURE 13: Lavatory missing pipe protection as required by ADA guidelines.



FIGURE 16: Locker room showers - finishes observed were in good condition. One shower is equipped for ADA.



FIGURE 14: Accessible toilet stall.

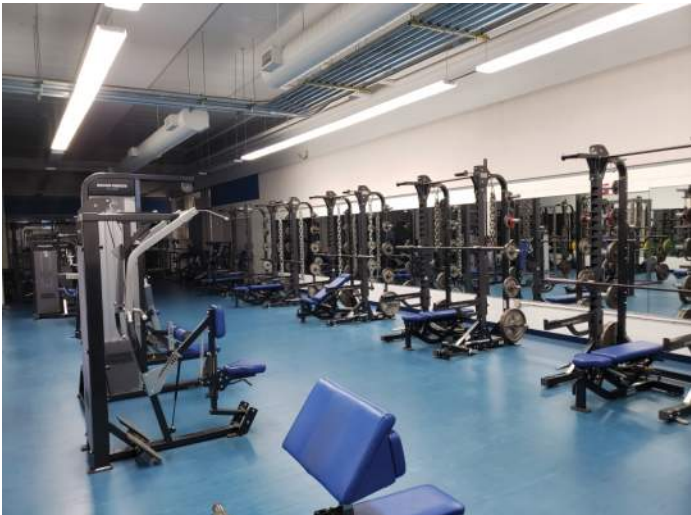


FIGURE 17: Conditioning room - finishes observed were in good condition.



FIGURE 15: Team room - finishes observed were in good condition.



FIGURE 18: Crack in vestibule ceiling.

Community Facility & Programming Space Study Minnetonka, MN



FIGURE 19: Power distribution system was observed to be in good condition.



FIGURE 22: Lockers were observed to be in very good condition.



FIGURE 20: Translucent panels were observed to be in good condition.



FIGURE 23: Aluminum framed entrance system was observed to be in good condition.



FIGURE 21: Walking/jogging track surface is cracking and peeling.



FIGURE 24: Drop-down curtains and basketball hoops were observed to be in good condition.

**Minnetonka Park Board Item 7
Meeting of March 6, 2019**

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.

Natural Resources Annual Update

The Natural Resources Division of Public Works is responsible for water resource protection, development review as it relates to natural resources, development inspection and compliance, restoration of our native ecosystems, forestry programs and natural resource education. The following annual update highlights staff accomplishments for 2018.

Water Resource Protection

- Staff contracted with a consultant to perform wetland function and value assessments of 30 wetlands. The assessments will help staff evaluate the accuracy of the current management classifications for higher-quality wetlands in the city.
- Since 2006, insects have been released into wetlands for biological control of purple loosestrife. Beetle populations fluctuate with environmental conditions and release sites adjust accordingly. Thirteen sites have been monitored for the past five years.
- The overall health of 34 wetlands have been monitored by volunteers through the Wetland Health Evaluation Program.

Development Review, Inspection and Compliance

- Staff reviewed over 350 permits, including 60 new home sites through the city's online permitting system. Five new conservation easements were obtained over four wetland buffers, and one tree preservation area was established for long-term protection.
- Staff investigated two potential wetland violations, and sent out 37 letters related to concerns about wetland dumping.

Habitat Restoration Activities

- Over 310 acres of city land in parks and natural areas continue to be under habitat restoration, with the goal of bringing back diverse healthy ecosystems and habitats.
- Buckthorn re-growth was cut in six parks plus Gray's Bay Marina. Restored native plants are growing in size and number, especially choke cherry. Buckthorn regeneration from seed continues even 10 to 20 years after first removal, requiring perpetual management.
- 2018 was the second year of habitat restoration at the Cullen Preserve. Current priorities:

- Control of seed-producing buckthorn
 - Annual garlic mustard control (70% by hired contractor)
 - Beginning to cage wildflowers for protection from deer
- Restoration activities at Lone Lake Park were temporarily halted in mid-summer due to concern for the endangered rusty-patched bumble bee. A calendar of annual restoration activities was given to the US Fish and Wildlife Service for review and recommendations. Work resumed in late September.
 - The third year of experimental goat grazing to supplement buckthorn control was completed. Grazing was reduced to one paddock in Purgatory Park, in an effort to keep one area relatively herbicide-free.
 - Between July and October, restoration staff time is dominated by control of prohibited noxious weeds, including thistles, poison ivy and other problem weeds.
 - Native plantings: 28 trees, 13 shrubs and wildflowers to benefit pollinators.
 - Coordination and communication with volunteers continues to be one of the top restoration activities year-round. Volunteers – especially those that offer their time repeatedly – provide a great benefit. Marks Group Wealth Management and River Valley Church were standouts in 2018. Overall,
 - 48 volunteer opportunities were offered
 - 1478 volunteer hours were donated to habitat restoration

Forestry Activities

- Since 2007, Minnetonka residents have the opportunity to participate in the tree sale. Since its inception, about 15,000 young trees have been sold, increasing the diversity and resilience of our community forest.
- On average, 100 young trees are planted in Minnetonka’s parks and public spaces every year. Young trees are maintained for five years after planting to give them a good start.
- The rate of Dutch elm disease in Minnetonka has decreased by more than 75% since 2004, thanks to consistent implementation of the shade tree disease control ordinance which requires proper sanitation of diseased trees and wood.

2018 tree removals

	PUBLIC	ROW	PRIVATE	AGENCY	TOTAL
ELM	75	67	202	32	376
OAK	3	4	6	0	13
HAZARD	139	153			292
ASH	295	101			396

Education Activities

- Minnetonka continued its pollinator protection efforts in 2018 through habitat restoration and protection, multifaceted public outreach efforts and events, partnership with other agencies, and long-range planning for sustainable practices on city properties. Natural Resources and Community Development are collaborating to draft an amendment to the zoning ordinance requiring that landscaping in new development projects include pollinator-friendly species.
- Staff worked with local watershed districts to develop a program called “Salt Solutions,” helping local faith-based organizations reduce road salt use at their facilities while maintaining winter safety standards. Three Minnetonka congregations were among the participants in a November training session, and a second session was scheduled for January 2019.

Recreation Services 2019 Summer Brochure

The Recreation Services summer brochure is posted online and will be mailed to residents the first week of March. Hopkins and Minnetonka residents, local libraries, and community education offices will all receive copies of the summer brochure. Registration begins at 8 a.m. on Tuesday, March 12.

This edition is the largest publication of the year and the only one that is mailed to residents. The summer edition includes a large array of programming and a variety of community events and family activities including the Minnetonka Summer Fest, Shady Oak Beach, Entertainment in the Park and the Minnetonka Farmers’ Market. The summer brochure features registration for health & fitness classes, tennis programs, playground programs, day camps, ice skating lessons, youth and teen programs, aquatics programs, Minnetonka Senior Services, ice skating lessons, adult activities and leagues, facility reservations, Inclusion Services and registration for youth fall soccer.

**Minnetonka Park Board Item 8
Meeting of March 6, 2019**

Upcoming 6-Month Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	4/3/19	Regular	<ul style="list-style-type: none"> • Consideration of projects for the 2020-2024 Capital Improvement Program • Natural Resources Outreach/Education Plan 	
Wed	5/8/19	Tour	<ul style="list-style-type: none"> • Park Board Tour 	5:15 pm start
Wed	6/5/19	Regular	<ul style="list-style-type: none"> • 	
Wed	7/3/19	Regular	<ul style="list-style-type: none"> • 	No meeting - Holiday
Wed	8/7/19	Regular	<ul style="list-style-type: none"> • 	
Wed	9/4/19	Regular	<ul style="list-style-type: none"> • 	

Other meetings and activities to note:

Day	Date	Description	Special Notes
Tues	3/12/19	Summer Registration Begins	

Items to be scheduled: