

Agenda Minnetonka Parks & Recreation Board

Wednesday, October 2, 2019

7 p.m.

Minnetonka Community Center – Minnehaha Room

Parks & Recreation

Board Vision

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

Board Mission

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

- » **Protect & enhance Minnetonka's natural environment**
- » **Promote quality recreation opportunities and facilities**
- » **Provide a forum for citizens interested in our parks, trails, athletic fields and open space**

1. **Call to Order**
2. **Roll Call**
 - ___ James Durbin
 - ___ Chair Nelson Evenrud
 - ___ Chris Gabler
 - ___ Elena Imaretska
 - ___ Ben Jacobs
 - ___ Cynthia Kist
 - ___ Chris Walick
3. **Reports from Staff**
4. **Approval of Minutes**
 - A) September 4, 2019
5. **Citizens wishing to discuss items not on the agenda**
6. **Business Items**
 - A) Shady Oak Beach Operations Report
7. **Park Board Member Reports**
8. **Information Items**
9. **Upcoming Park Board Agenda Items**
10. **Adjournment**

Minutes of the Minnetonka Park Board Meeting of September 4, 2019

1. Call to Order

2. Roll Call

Park Board members in attendance included James Durbin, Chair Nelson Evenrud, Chris Gabler, Elena Imaretska, Ben Jacobs, Cindy Kist and Christopher Walick. Staff members in attendance included Darin Ellingson, Ann Davy, Mike Funk, Kathy Kline, Kelly O'Dea, Mike Pavelka and Sara Woeste.

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

3. Approval of Minutes

Jacobs moved, Walick seconded a motion to approve the meeting Minutes of August 7, 2019 as submitted. All voted "yes". Motion carried.

4. Report from Staff

Recreation Services Director, Kelly O'Dea introduced Mike Funk, the new Assistant City Manager.

5. Citizens Wishing to Discuss Items Not on the Agenda

None.

6. Business Items

A. Summer Programming Report

Recreation Superintendent, Ann Davy gave a summary of the recreation summer program registrations. Davy added that a trailer was purchased with money from an equipment grant. It was used to provide more outdoor activities and for a new program called Rec on the Go. Rec on the Go took place at four different parks on three Fridays in the summer for an hour and a half at each park. There was an average of 15 attendees at each park.

Walick asked if staff received any participant feedback. If so, did people want anything changed or were there things that people really liked.

Davy responded that surveys were sent out and there wasn't a lot of feedback.

Imaretska asked what the process is for thinking of new programs.

Davy replied it is based off participant feedback and staff looks at what is working well in other communities.

Imaretska asked if the city offers STEM or LEGO® lab classes.

Davy explained that the city has contracted with Snapology. They are a company that offers some LEGO® programming.

Imaretska asked if the city offers classes that uses different materials, such as cardboard to build things. These types of classes gives kids more design creativity experience.

O'Dea added that our registration system allows us to run an activity trend analysis report that is also used to make decisions regarding programs. Staff can look at specific programs year after year and see how they are trending. Also, staff has to look and see what the school districts are doing because we can compete but we also want to collaborate with them.

Imaretska asked how we collaborate with the school districts.

O'Dea explained that staff members from the city and school district meet on an annual basis to look at what activities they are planning for the next year. Some activities can be offered by both because of the demand. However, there are some activities that wouldn't fill if we didn't work together.

Walick noticed on the activity trend analysis that there is a slight decrease in youth activities. How does that compare with trends over the last few years?

O'Dea responded that it is a little program specific. The senior programming is trending upward because they like to be active. Youth programming really depends on the specific program. Youth soccer is a program that has been up and down over the years.

Davy commented that the traditional sports are not what they used to be. For traditional sports, staff sees the numbers go up and down.

Woeste added that one-day programs are more popular. Families are so busy that it is hard to get them to sign up for an eight-week program. Nationally, in general, the trend of sports is way down.

Imaretska wondered about doing a cross-generational program such as a bike ride or a cooking class.

Pavelka responded that senior services offers cross-generational programs such as the pen pal and ProPEL programs. The pen pal program is an exchange of letters between fifth graders and senior citizens. The ProPEL program is Hopkins High School seniors meeting with senior citizens one-on-one to help them with their cell phones.

Imaretska suggested having a program focused on learning more about parks, nature, conservation or removal of invasive species.

Davy replied that the Jidana Day Camp has that incorporated in the program.

Gabler asked about doing cross-generational pickleball so kids can learn how to play and help grow the game. Maybe offer a one-day tournament so they learn the game.

Evenrud asked where the pickleball numbers came from on the report.

Davy responded that the number is from pickleball clinics.

Evenrud asked if the tournaments will start showing in the reports.

Davy replied that a pickleball tournament was part of Minnetonka Summer Fest and the city offered another one after that. No outside groups have done a tournament yet.

Evenrud commented that customers usually like that sport as a pick-up game.

Imaretska suggested cooking and food classes. They could be linked to the farmer's market and be an activity for families to do together.

O'Dea complimented staff on the variety of programs. Staff is very creative and we need to change with the needs and wants of our community.

B. Consideration of 2020 boat slip rates for Gray's Bay Marina

Community Facilities Superintendent, Mike Pavelka reported on the consideration of 2020 boat slip rates for Gray's Bay Marina. He explained that the site is owned by the DNR and the city owns the slips, building, gas pump and gas tank. It is a joint agreement with the DNR for the city to help manage the site. The city is not responsible for parking lot repairs or launch repairs.

Imaretska asked what is a healthy waitlist vs an unhealthy waitlist.

Pavelka explained that every year there is turn-over and often times the person on the waitlist will decline. In the waitlist guidelines, somebody can decline a slip twice and then they are removed from the waitlist. Often, staff can go through 12 names on the waitlist to fill an open slip. The hope is to have seriously interested people on the waitlist. While 47 is healthy, staff can go through that pretty quickly depending on how many slips are turning over in a year.

Imaretska asked how it turns over.

Pavelka replied that according to the operation plan, a resident can have a slip up to eight years. Other reasons include: moving out of the city, financial situation's change or they find out they are not using it and decide not to renew. There has been as little as zero and as many as 11 people turn over in a year. Usually the turnover is in the two to six range.

Durbin asked how much is in the escrow account right now.

Pavelka noted that \$604,692 is in the escrow.

Durbin confirmed that Pavelka is talking about three potential big items that would be needed and asked the projected costs of those.

Pavelka was unsure of the amount at this point of time. In the past, the cost was in the \$400,000 - \$500,000 range but is probably higher now. That amount includes everything such as the pilings.

Durbin asked what the cost of the roof is.

Pavelka was unsure of the cost. However, the roof should last longer because it is metal.

Durbin asked if almost everything would be covered with the escrow and Pavelka agreed.

Imaretska asked if additional funds from the CIP could be used to purchase kayaks, canoes or other small boats that could be used by non-slip owners. She is thinking about how to expand access to the lake; which is part of the board's mission.

Pavelka responded that the DNR owns the site so additional discussion would have to be made with them. Also, during the Gray's Bay task force discussions before the marina opened; a concern by the neighborhood was expanding operations there. When the city purchased it from the private marina there were 120 slips. The city scaled it back to 30 and one of the slips is used by the DNR enforcement. This was to keep within the current rules set by the Lake Minnetonka Conservation District. There was an understanding with the task force that the city would not expand from 30 slips. The site is not very conducive to having any storage. There are only six parking spaces for vehicles-only that might bring a kayak or canoe. The site was purchased by the DNR for launching boats so there are very few parking spaces for vehicles-only.

Imaretska asked if the marina funds have to be used towards the marina or if there are limitations.

Pavelka replied that the funds have to be used for marina operations. The money can also be used to pay for the Lake Minnetonka Conservation District fees because it is related.

Imaretska noted that maybe there are other creative ways for people to experience the lake. This could be a program where it gives an opportunity for people to go on a boat. Part of the board's mission is helping people enjoy nature. How can the marina help people enjoy the lake?

Pavelka responded that Minnehaha Creek canoe trips are offered. These do not take place at the marina but it is a program that helps people enjoy nature. Parking and congestion at the marina is a challenge.

Durbin added that maybe when a slip opens up that the city could obtain it and use it for programming. Durbin added that this is an exclusive low number of Minnetonka citizens that are using this asset even though they are paying for it.

Gabler asked when the docks will have to be replaced and how much it will cost. Also, will the storage tank need to be replaced around the same time?

Pavelka said it would be about another 15-20 years before they have to be replaced and an estimate is a million dollars. The storage tank will probably need to be replaced in about five years.

Gabler responded that \$600,000 isn't going to go very far. He recommended a small increase such as two percent. Gabler has no issue with having a large escrow down the road because the last thing wanted is a surprise. Additionally, there hasn't been an increase in a number of years.

Jacobs added that a small increase is easier than a twenty percent increase five years from now. People don't think of the money saved, they think of money spent.

Gabler noted that it is easy to market and costs are trying to be fended off. Things are going to happen and customers receive the value they get at a great location.

Imaretska agrees that an increase hasn't been done in a long time. She said it would be better to do it incrementally so that it is more reasonable.

Evenrud commented that he likes that the taxes are pretty reasonable for the great services you get in Minnetonka. Currently, the marina fees are very reasonable compared to others. There are only two other marinas on Lake Minnetonka that are similar to Gray's Bay Marina. Evenrud agrees that it doesn't hurt to gradually increase fees, however, he is inclined to agree with the staff recommendations right now.

Durbin questioned what kind of return we are getting from the investment of the escrow. His concern was that the cost will double in ten years. Durbin does not want to recommend a fee increase just to increase it but inflation is a concern for him. Durbin wants more information before he makes a decision to increase the fee.

Walick asked who was looking at the current escrow standing when staff decided not to increase the fee.

Pavelka said the current escrow standing is based off our budget and what has accumulated so far. Staff projected \$20,000-\$25,000 a year and it is in the \$50,000-\$75,000 a year range.

Walick commented that for the last three years there has been a good amount of money going into the escrow fund considering there hasn't been an increase. Walick agrees with Evenrud that an increase is not necessary. Walick asked if there were other factors beyond the escrow that contributed to keeping slip fees consistent.

Pavelka responded that was the primary reason.

Gabler noted that a two percent increase is about \$78 per slip or \$2,200 total for all slips. To make an impact a 10 percent increase would have to be made. People probably wouldn't notice a \$78 fee increase.

Durbin added that a ten percent increase would be \$390 per slip. He suggested getting more information regarding increasing the fee and doing public input. He would like to

figure out how much to increase the fee and how it would affect the escrow. Durbin does not feel comfortable increasing the fee right now but would like more details in future discussions.

Imaretska asked if the last increase affected the numbers.

Pavelka responded that about 10 people of the 29 did not renew that year.

Imaretska asked if every year a small increase could be made.

Pavelka replied that part of this is looking at the market. Gray's Bay Marina is not a privately operated marina that has dedicated staff. At some point the scale will tip and people will go to a different marina where they feel they get more value.

Durbin asked if staff knew what waiting lists were like at other marinas and what the demand is for a slip on Lake Minnetonka.

Pavelka responded that not all slips are full. Deephaven has a couple hundred people on their wait list, however, there is no limit on how many years you can renew so people may never get offered a slip.

Durbin said that is a good supply and demand market. However, if people can get a slip cheaper with more services; than \$3,900 might not be a great deal.

Imaretska questioned if the revenue can be used on conservation.

Pavelka replied that Lake Minnetonka Conservation District (LMCD) is an organization that manages Lake Minnetonka. Each city that has shoreline on the lake is charged a fee from LMCD based on their population. Unfortunately, the City of Minnetonka has the largest population so the levy is quite high (\$72,000). The City of Minnetonka's fee is split in half between the Gray's Bay Marina and Natural Resources budgets. LMCD uses its resources to manage water quality, aquatic invasive species, lake access, etc. Revenues from the marina can only be used for marina operations or direct site/facility/lake related expenses. It cannot be used to supplement recreation programs or facilities.

Evenrud noted that a recreation department operating a revenue-based marina is unique. If the demand is not going to go down and staff doesn't have an issue with keeping it the same, then the staff recommendation sounds okay to him.

Kist moved, Durbin seconded a motion to continue in 2020 with the \$3,900 per slip fee recommended by staff. Gabler abstained, all others voted "yes". Motion carried.

7. Park Board Member Reports

Durbin mentioned that there was an event at Spring Hill Park which about a hundred people attended. The event looked like an end of the summer get-together. Durbin wondered how

often this occurs at other neighborhood parks. This was a great way to use the city's resources.

Imaretska went to an event sponsored by Minnesota Department of Transportation (MnDOT) a couple months ago at a park near I-94 in Minneapolis. It was part of the community engagement effort around the whole project. MnDOT partnered with chefs and cooks from the community to create feasts for people to enjoy while they engaged; there were also activities for kids. It felt really great to be with people that live in the neighborhood and being able to have conversations with staff. It had a celebrity feel which was a different kind of engagement.

8. Information Items

Mountain Biking

O'Dea mentioned that at the August 26, 2019 city council meeting, the mountain bike trail concept plan for Lone Lake Park was approved by the council. The final vote was five to two. The group that filed a petition for an Environmental Assessment Worksheet (EAW); filed a petition with the Supreme Court. Staff should receive more information in September and will give an update on that. Council's decision is contingent upon a favorable ruling if the Supreme Court takes the case. This decides if an EAW has to be done and what the next steps are. Some council members thanked the park board for going through that process.

Meadow Park Tennis Courts

Public Works Operations Manager, Darin Ellingson explained that the tennis courts at Meadow Park were put in the Capital Improvement Plan (CIP) a few years ago because they were in bad condition. The money was budgeted for this year so Public Works crews removed the asphalt surface in early August. When the asphalt was removed, there was a thick layer of limestone aggregate base and a sand layer for drainage underneath. Since it was in good condition, it was repacked, the ground was shaped and it was paved. Paving was completed on August 7. It had to sit for 30 days and with weather cooperating, the contractor plans to be in next week to put down the coatings. As soon as they are done with the coatings, the courts will be playable the next day.

O'Dea added that Meadow Park is one of our most popular parks for tennis. The youth tennis in the park program will take place at Meadow Park again next summer.

Evenrud asked when it was decided to work on those courts and how long it took from when it was started.

Ellingson responded that it was put in the CIP two or three years ago and it took about a week.

Evenrud commented that the city council gave everybody a chance to talk and feel like they were heard at the August 26 meeting. Evenrud feels like the park board helped get to that point. This was the biggest attended meeting that people can remember and he thought it was a good experience.

O'Dea added that City Manager, GERALYN BARONE has worked for the city for about 25 years. The only similar meeting that she can recall was regarding deer management about 20 years ago.

Ellingson gave an update on reconstructing tennis courts:

2020: Gro Tonka and Oberlin

2021: Glen Lake and Reich

2022: Break for other projects

2023: Linner and Junction

2024: Lone Lake

Gabler asked how often they are done.

Ellingson replied that he was unsure when the courts were originally paved, but they are probably 30 years old. They have been repaired and resurfaced probably two or three times.

Gabler wondered how long pickleball courts can go before they have to be resurfaced.

Ellingson responded eight to 10 years; depending on weather conditions.

9. Upcoming Park Board Agenda Items

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

10. Adjournment

Gabler motioned to adjourn, seconded by Kist. Evenrud adjourned the meeting at 8:06 p.m.

**Minnetonka Park Board Item 6A
Meeting of October 2, 2019**

Subject:	2019 Shady Oak Beach Operations Report
Park Board related goal:	To provide quality athletic and recreational facilities
Park Board related objective:	Annually review policies related to the operation and management of parks to determine if changes are required
Brief Description:	The park board will review Shady Oak Beach operational information for the 2019 season

Background

The 2019 Shady Oak Beach season began on Friday, June 7 and the facility remained open through Tuesday, August 20. Due to high water, the big dock and high dive were closed throughout the season. This likely played a role in the reduction in season pass sales and overall decline in revenue this year. Public works pumped water out of the lake all summer in hopes to open the big dock, but large rainfalls throughout summer hindered any success. To compensate for the big dock closure, an inflatable dock was placed in the deep portion of the water for patrons to utilize.

The concession stand menu was simplified this season and it resulted in savings in the concessions budget. Increases in expenditures were partly caused by an increase in lifeguards on staff and on-duty during a shift. This change was made as a result of additional area to be covered due to high waters. The inflatable obstacle course was open for use on Wednesdays, Fridays and Sundays at a minimum. The obstacle course was utilized additional days when there was additional staff or a special event. Before the season started, a new monument sign was purchased and placed at the entrance on Shady Oak Road.



2019 Operations Summary

Below is a detailed summary of the 2019 Shady Oak Beach season:

	2019	2018	2017
Season Passes Sold	3,209	3,736	3,912
Concession Revenue	\$32,720	\$47,690	\$39,520
Daily Pass Revenue	\$53,907	\$80,855	\$71,977
Rentals (paddleboards, kayaks)	731	1018	721

Total Revenues	\$134,720
Total Expenditures	\$200,513
Net Operating Cost	\$65,792

Year	Attendance	Resident Season Passes	Non-Resident Season Passes	Total Season Passes
2019	21,778	2,746	423	3,169
2018	28,544	3,004	732	3,736
2017	26,202	3,208	704	3,912
2016	31,139	3,073	930	4,003
2015	30,963	3,089	931	4,020

Recommended Park Board Action: Informational only.

**Minnetonka Park Board Item 8
Meeting of October 2, 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.

Mountain Biking

On Wednesday, July 17, 2019, the city was notified that a petition was filed with the Minnesota Supreme Court asking the court to review the ruling upholding the city council's decision to not conduct an Environmental Assessment Worksheet (EAW) in Lone Lake Park.

On Tuesday, Sept. 17, 2019, that petition for review was denied by the Minnesota Supreme Court.

Plymouth Road Trail

Work continues along the new Plymouth Road trail segment from Amy Lane to Minnetonka Boulevard. Trail paving has largely been completed and landscaping is being installed along the corridor. The trail is expected to be fully open for use in the coming weeks, dependent upon the weather. The trail segment is around 1.25 miles in length and connects the Ridgedale area to the Burwell House Park, local businesses and the Lake Minnetonka LRT regional Trail. This trail has also been identified as the primary alignment for the future Eagle Lake/Bryant Lake Regional Trail as part of the Three Rivers Park District West Metro Regional Trails Study.

Ridgedale Park

On Monday, September 16, 2019, city council voted unanimously to approve the contract with Damon Farber and amend the 2019-2023 CIP for full design of the new park at Ridgedale. City staff are working with the consultant to move the design of this new park forward to construction drawings, with the anticipation to bid the project and begin construction in 2021.

Excelsior Boulevard Trail

On Monday, September 16, 2019, city staff presented a trail feasibility study recommending the south side of Excelsior Blvd for the location of two new trail segments. The proposed trails will extend from Shady Oak to Kinsel Road and connect downtown Hopkins & the future Shady Oak SWLRT Station with the Glen Lake Village Center. The segment from Shay Oak Road to Baker Road is anticipated to be constructed in 2020 and the segment from Caribou Drive to Kinsel Road is anticipated to be constructed in 2021.

**Minnetonka Park Board Item 9
Meeting of October 2, 2019**

Upcoming 6-Month Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	11/13/19	Joint 5:30 pm	<ul style="list-style-type: none"> Community Facility & Programming Space Study Update Robinwood Park Process 	Joint Meeting w/City Council
Wed	12/4/19	Regular	<ul style="list-style-type: none"> Appointment of chair and vice-chair Review of 2019 Farmer's Market Operations and recommendations for 2020 	
Wed	1/1/20		<ul style="list-style-type: none"> No meeting 	Holiday
Wed	2/5/20	Regular	<ul style="list-style-type: none"> Consideration of 2020 Park Board Strategic Plan 	
Wed	3/5/20	Regular	<ul style="list-style-type: none"> Review of 2021-2025 Capital Improvement Plan 	
Wed	4/1/20	Regular	<ul style="list-style-type: none"> Natural Resources Education and Outreach Plan 	

Other meetings and activities to note:

Day	Date	Description	Special Notes
Fri	10/25/19	Burwell Spooktacular	Burwell House
Wed	11/13/19	Volunteer Recognition	Following joint meeting

Items to be scheduled: