

Agenda Minnetonka Parks & Recreation Board

Wednesday, October 7, 2020

7 p.m.

Virtual Meeting on WebEx

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
 - ___ Elliot Berman
 - ___ James Durbin
 - ___ Chair Nelson Evenrud
 - ___ Chris Gabler
 - ___ Elena Imaretska
 - ___ David Ingraham
 - ___ Ben Jacobs
 - ___ Chris Walick
3. Reports from Staff
4. Approval of Minutes
 - A) September 2, 2020
5. Citizens wishing to discuss items not on the agenda
6. Business Items
 - A) Consideration of Futsal Court on Existing Tennis Courts
 - B) Review Park Signage
 - C) 2020 Park Board Strategic Plan Check-In
 - D) Naming the New Park at Ridgedale
7. Park Board Member Reports
8. Information Items
9. Upcoming Park Board Agenda Items
10. Adjournment

Due to the COVID-19 health pandemic, the park board's regular meeting place is not available. Pursuant to Minn. Stat. § 13D.021, park board members will participate in the meeting remotely via WebEx. Members of the public who desire to monitor the meeting remotely or to give input or testimony during the meeting can find instructions at <https://www.minnetonkamn.gov/government/virtual-meeting-information>.

Minutes of the Minnetonka Park Board Meeting of September 2, 2020

1. Call to Order

2. Roll Call

Park Board Members Present: James Durbin, Nelson Evenrud, Chris Gabler, David Ingraham and Ben Jacobs. Student member: Elliot Berman.

Excused: Elena Imaretska and Chris Walick.

Staff members in attendance: Jeff Dulac, Darin Ellingson, Ryan Engelen, Mike Funk, Carol HejlStone, Kathy Kline, Kelly O'Dea, Mike Pavelka and Sara Woeste.

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

3. Reports from Staff

None.

4. Approval of Minutes

Ingraham moved, Gabler seconded a motion to approve the meeting Minutes of August 5, 2020 as submitted. Durbin abstained. All voted "yes." Motion carried.

5. Citizens wishing to discuss items not on the agenda

None.

6. Business Items

A. Review Gray's Bay Marina Slip Fees

Community Facilities Superintendent, Mike Pavelka gave the staff report.

Ingraham said the overall cost looks like a bargain for the provided services. He asked how the waitlist turns over.

Pavelka explained that eight seasons is the maximum amount of seasons a person can lease their slip. After eight seasons they must give up their slip, however, they can go on the waitlist after that. Every year there are one or two people that decide not to renew their slip. Reasons could be due to changing financial situations, didn't use it as much as they thought or they move out of Minnetonka and are no longer eligible. The most turnover staff has seen is about 10 slips in one season. There is a provision in the waitlist guidelines that allows somebody to pass on their opportunity one time before they would lose their spot on the waitlist. There are times when three or four people are contacted before staff finds someone that is interested. The number of years that people can stay on a waitlist is hard to determine.

Ingraham asked what the waitlists are like for their competitive comparison. He said it would be interesting to add that next year.

Pavelka was not sure about other marinas but knows that Deephaven has a long list. He said that is something he can look into.

Evenrud thinks it's a good deal and that a 2.5 percent increase is very fair and appropriate. He was looking up slips for a friend and he researched other marinas compared to Gray's Bay Marina. He said that his friends wished they were Minnetonka residents so that says a lot about our slip fees at Gray's Bay Marina.

Durbin appreciates the 2.5 percent increase which is about 100 dollars per slip. He asked if that covers wage increases for the attendants. He wants the city to be able to attract good talent and give them a good wage. Durbin asked if the increase also helps cover that inflationary aspect of building materials and labor costs for future projected things.

Pavelka replied yes to both questions. We are in a good position escrow-wise and that would certainly cover any wage increase for 2021. It would also cover some of those increased costs this year for purchasing gloves, masks and sanitizer.

Gabler asked if Pavelka was going to come back next year with another increase. Gabler was also curious what Pavelka predicts moving forward regarding pricing.

Pavelka responded that we are in a good position but we don't want to wait too long and have it catch up to us. He doesn't think they would have to increase every year but possibly every other year. Some of it will be dependent on what we see next year. It only takes one slip not to be rented to really hit us pretty hard.

Gabler asked if you see or foresee much turnover due to a price increase.

Pavelka replied that the last time there was an increase; only one person mentioned it and did not return. Pavelka doesn't think that \$100 would be a reason for someone not to have a slip there especially when alternatives are generally much higher.

Ingraham said a year ago he was considering a boat and didn't want a trailer. His first question before buying a boat is if he can get a boat slip. Of all the commercial marinas he called, only one returned his call because all of them were booked. Greenwood was nice enough to return his call to say it might be three years before there would be an opening. For our pricing and our proximity to the city and everything else, it's very attractive and he has a feeling they could do a much larger increase.

Jacobs moved, Gabler seconded a motion to accept staff's recommendation to increase the slip fees at Gray's Bay Marina. All voted "yes." Motion carried.

B. COVID-19 Update - Recreation

Recreation Director, Kelly O'Dea gave the staff report.

Ingraham asked if Rec Box was new this year. His daughter and grandsons took advantage of it and really enjoyed it. It seemed like a really good program given the

environment and kids being home all summer. Ingraham also asked if there any requirements or responsibility for testing these teams or groups for COVID-19.

O'Dea responded that Rec Box was new this year. Youth Recreation Programmer, Becca Sytsma did a great job compiling those boxes and getting them out. As far as COVID-19 and participants, staff has sent out some guidelines for participants to follow. Whether it is per program or per facility, many of those are standard guidelines from the state such as maintain distance and if you feel sick, stay home. Staff doesn't administer any of the testing but they laid out some of the guidelines that they want participants to follow.

Evenrud asked if there is the ability to count passive people on the trails or if there is any sense of whether or not there are more people using the trails in the passive park area.

O'Dea said he would like to try and figure out how we can better capture those types of parks and trails numbers. Staff doesn't have set numbers, however, residents and many staff members have commented that the usage of the trails and parks are much higher than what they have been in previous years.

Evenrud said that seems accurate. The trails are busier and it is a good thing.

Gabler asked with E. coli at Shady Oak Beach if there is any talk about getting rid of the geese there.

O'Dea replied that staff can talk about it in the off-season. He thinks part of it is due to having reduced staff. Normally there would be more people out there helping to maintain and help clean up. The beach was staffed from noon – 6 p.m. this year and normally it would be staffed from 8 a.m. – 9 p.m.

Durbin complimented staff on doing a fantastic job in an unpredictable situation to maintain safe and effective programming. Some of those huge events like Summer Fest and Theater in the Park needed to be canceled due to the big crowds they would generate and being impossible to be socially distant at. He appreciated how that before the state mask mandate came out, the city was trying to be proactive and considerate with having the first hour at the farmers market as a mask only session. He thought it was a good compromise to try to be delicate about protecting people without offending them. As things progressed with the city mandate and then the state mandate, it seemed to work out nicely.

Durbin had a concern with Shady Oak Beach being open without lifeguards and the safety aspect of it along with the possible liability of the city. His recommendation would be when a facility like that is open we treat it just like the Williston Fitness Center. The Williston Fitness Center wouldn't open their doors without having staff there for safety reasons as well as logistics. Durbin explained that STRAVA and Google Maps have been discussed before on trying to gain some insight or maybe some google analytics on people using the trails. Potentially ways of getting quantitative data showing that as soon as the doors opened this spring, everyone ran out and used the trails and parks probably like no other year.

O'Dea said he talked to Parks and Trails Planner, Carol HejlStone about certain types of ways to track and one of the ways they talked about was STRAVA. It is definitely a challenge but we know there were many people out in our parks and trails. It would be nice to capture that data to really figure out if there are certain parks that are more highly used than others.

C. Eagle to Bryant Lake Regional Trail Masterplan Engagement Process Overview

HejlStone gave the staff report.

Danny McCullough from Three Rivers Park District gave a presentation. Their primary objective was to update the park board on the project. He did a quick review of the route, provided a few details on work they have been doing and then talked about public engagement a little bit. They are looking for permission to move forward with public engagement within our community.

The Eagle to Bryant Lake Regional Trail masterplan touches four cities, Maple Grove, Plymouth, Minnetonka and Eden Prairie. At the end of the masterplan they will have one preferred alignment for the project. They hope to wrap up the masterplan in early 2021.

McCullough briefly reviewed the Maple Grove and Plymouth segments.

McCullough continued from Maple Grove and Plymouth to the trail area that enters Hopkins Crossroad. In that area, the public is advocating for the trail to be on the east side. When public engagement is shared they will be showing the trail alignment on the east side of Hopkins Crossroad. They feel like throughout field analysis and some of the work they've been doing over the last few months that there is plenty of right-of-way along that roadway to accomplish what they need to achieve.

Around the Fairfield Road area it would cross to the west side as they approach Interstate 394. There is an existing, somewhat narrow pedestrian crossing Interstate 394 near the Metro Transit Park and Ride.

At Crane Lake they would cross over to the south side of the road so they could follow along the existing city trail. They are well aware of all the wonderful improvements in this area and they would be proposing that the regional trail follow the existing trails that have been recently reconstructed. They are aware of the colors and the pavement in that area and would not propose to change any of that. It would remain the same but they would be identifying it as part of the regional trail route. The look and the feel of your local park trail and trail development would stay the same.

Along Plymouth Road, there is an existing trail on the east side that will be used for most of the way down to Minnetonka Boulevard. Crossing Minnetonka Boulevard, they realized this is a very busy bicycle and pedestrian area. There is a little bit of retail there so they will be doing a little bit more analysis when they write the plan in terms of that crossing and making some general recommendations of what they think would be an acceptable crossing upgrade in this area.

Moving west of there, they are briefly on the Lake Minnetonka Regional Trail (LRT) and then they head south onto Baker Road. Baker Road is already a very popular cycling and pedestrian destination. More for the cyclist that uses it as a north/south route,

fortunately there is a very wide shoulder there and a lot of right-of-way. During the public engagement process, they will be showing two options down Baker Road. They are really looking forward to public feedback on which side of the road they think the trail should be served. The right-of-way is a little bit wider on the east side, however, each side has their advantages and disadvantages. There are utilities and other things to think about so they look forward in engaging the public on that and hearing from the residents to find out which side of the road they would prefer.

Moving on from Baker Road, they would go onto the northeast side of Rowland Road. Portions of this area already has an existing city trail. Three Rivers Park District is aware of the activities going on in Lone Lake Park and they also realize there will be a trailhead in this area. They would be avoiding going into the park in this area, however, they will be analyzing this area of Rowland Road. They prefer to be on the east side and that is probably how they would show it through public engagement. They are open in this area to working with the city and putting the trail where they feel it needs to be. As it goes down Rowland Road, it would enter into Bryant Lake Park Reserve. The trail is already fairly developed through Bryant Lake and actually all the way up to the Lone Lake Park area. They would be utilizing existing alignment through that area. They would probably propose that the current area that is gravel be paved through this area to their regional trail standard.

Durbin thanked McCullough for the graphics with the explanatory windows in it. That made it very easy to follow. He appreciated the connectivity of this path. Durbin asked if there are utility poles on one side of the road. If so, that might steer the path into one way if they have to be moved.

McCullough said there are utility poles on both sides of the road in some places and they also switch sides of the road. Three Rivers Park District has built trails before where they had to move utility poles but they try to avoid it if possible because it raises the costs quite a bit in some cases. McCullough shared the existing conditions report that will go into the masterplan. It shows some of the things in the environment around the trail corridor; these are also some of the things they want to connect to. They will be taking a deeper dive in the next phase while public engagement is going on. They will look at costs if they move utility poles and what it would look like if the utility poles are moved. There might be more right-of-way to work with on one side but it might be less expensive on the other side. We don't want the cost of some of that to outweigh what the community wants to see in terms of what side of the road. We want to make sure it is done the right way.

Durbin appreciates that because you want the residents on the side of the street that will be affected to have that major satisfaction for the disruption that it is going to cause during construction. He thinks that minimizing the disruption is probably a major factor in all of this with cost and which side makes sense for the right-of-ways. Durbin explains that once the trail turns onto Rowland Road, it turns rather than staying on Rowland Road to get to Shady Oak Road. He understands it does that because it then connects to Bryant Lake Park. He wants to bring to the attention of everybody on the board and city staff that there is an existing sidewalk that is on Rowland Road but then it abruptly stops and then continues to get to Shady Oak Road. That is kind of a major thoroughfare to get to Opus. He wanted to point that out because it seems like with the construction that is going on with the trail and the disruption that would be on Rowland Road; it would be nice to coordinate and carry that trail onto Shady Oak Road if it is feasible with cost

and logistics. When he was commuting to work, he would always see bikers, dog walkers, runners, and pedestrians in general on that big stretch of Rowland Road with all the curves and hills. It is kind of a dangerous road to be out there on the street and Minnetonka is shy on sidewalks or trails in some of these connecting alignments.

McCullough added that during public engagement, they intend to show what side of the road the trail is on and what the cross-section would look like. They will show things such as the road, clear space, road shoulder, and trail and property lines. When they engage with the residents on Baker Road, they are going to do a lot of imagery, a lot of cross-sections and be able to communicate to them what they are trying to accomplish and what it is going to look like. They have already done a lot of broad-based engagement a few years ago in the West Metro study. With this project they are going to hone in more on people along the route.

Durbin commented that doing this correctly with their reports will be critical. He doesn't want people to feel like they are getting railroaded into something that will be disruptive during the construction process. After the construction process is done, they are going to have the best trail connection on this side of town. He supports the community engagement and how paramount that is for this particular project.

Jacobs thanked McCullough for the presentation. He said it is going to be an exciting trail and he is really looking forward to it. Baker Road is a very busy road so having a trail there would be great. When it goes onto Rowland Road, the report says no marked crossing. He asked McCullough to explain that. If you have to be on the west side there, it is a really dangerous spot even for pulling a car out.

McCullough said that is just identifying that there is no marked crossing there right now. For example, if the trail along this area of Baker Road was on the west side and we had to cross over to go onto the east side of Rowland Road, we would have a K for a crossing there. This is an existing conditions map and it was included to show you some of the work we have been doing and to share the route alignment with you.

Jacobs' other concern and something to pay special attention to would be talking about paving that gravel portion between Lone Lake and Bryant Lake. He isn't sure what kind of push-back they will get but it's an area that has a lot of interests.

McCullough said they are aware of some of the public engagement that has been going on around that park for quite some time now. Just because it's being proposing during this process, it doesn't mean that is how it is going to be and there can be more discussion on it. Generally their regional trails are paved except for the LRT. He would really be curious to see what the public engagement process brings to the conversation. They strive to connect parks with these regional trails and to provide a nature-like experience whenever they can and that is why they have chosen this route. Part of the goals of the regional trail system is not only to provide a recreation amenity but to also connect to regional and local parks. It gives people the ability to walk or bike to their local city park and to retail areas. They are more encompassing than just a bike trail. With that being said, one of the goals to this project is to connect local facilities. If they can do that and provide a park like experience, that is even better.

Ingraham thinks this is a great plan and these graphics are very helpful in terms of really understanding the route. Ingraham agreed with Jacobs' comment about Baker Road to

Rowland Road. That area is a nightmare and he knows they will do a good job on that. Even pulling out a car, you kind of hold your breath and hope it works. His question is regarding the area at Ridgedale. If we are successful with our plans, that will be a pretty good pedestrian area. If the trail utilizes the walkways that the city has put in for the pedestrian use in that stretch between Plymouth Road and Crane Lake, it might be interesting in terms of conflict. If that section around the new park is going to be very much pedestrian, it should be like a slow wake zone if that is possible on the trail.

McCullough replied that sometimes there is trail conflict between users. He doesn't doubt that this will be a heavy use area for walking. There is a residential development going in so he thinks those residents are going to be out walking. This isn't the only area where they have a regional trail around a major retail area. For example, there is a trail in Richfield that goes right down Richfield Parkway through a retail area and there are a lot of residents around. They don't seem to have the conflict issues there so far. He is predicting this trail to be a little busier but he thinks the area through there is wide enough. Another example, if you are familiar with the Hopkins Artery, there is a bikeway and walkway through that area. They are separated out in some portions. In some areas it is a cycle-track and in other areas it is mixed. There haven't been issues there as well. Bikers don't go through this area very fast either and there are a lot of retail entrances and exits.

Ingraham explained that they have a city park and a senior home across from a public library; he really isn't worried about the traditional retail thinking because most people drive to retail. He is thinking about the new residents in the senior area and the people dropping their kids off at the new park and maybe going back and forth.

McCullough said they have some safety messaging that they do on their trails.

Evenrud commented that they are moving towards the public input phase of this and that the details are a little tighter than last month. They are still looking at a plan that will be figured out with the public.

McCullough replied that they came to this group and the city council several months back to introduce the project. There was a big lag because of COVID-19 and they hoped to come back one more time but they didn't get to. They want to get some of the general public engagement going in the next month or two while the weather is warmer. This is because people are out and active and they can advertise their website and their initiative to the residents. By mid to late September they hope to get in the full swing of public engagement by having an interactive map online that people can leave comments on. They will start tracking that and start putting out signs in the community leading people to the project website. They plan to come back in November or December to talk about what they heard from the public and show them what their final trail recommendation is. That is where the real deep discussion starts happening.

McCullough showed a map of the Diamond Lake masterplan as an example of their project page. When people go to the project page they will be able to click on a map. The map will show the trail alignment and people will be able to leave comments in a specific location on the map. There will also be a short survey on the website for people to provide information.

Ingraham said this is a terrific tool and asked if it identifies who provided the comment.

McCullough replied that it does collect some information that they can look at. They require them to put in their zip code. They found that it's more of a barrier when more information is asked to be provided. They can tell where people are coming from such as who is coming from Minneapolis versus who is coming from Minnetonka. This is a great way to collect comments for their projects as well as some of the in-person events. They would like to set up at city hall so homeowners along the route can stop by and talk to them. They are doing some outdoor engagement activities being socially distant where people are able to talk to the project managers and ask them questions.

Evenrud thanked them. He said a north/south trail in Minnetonka will be nice to see.

Gabler moved, Jacobs seconded to go ahead and forward the public engagement. All voted "yes." Motion carried.

7. Park Board Member Reports

Ingraham said that his wife and he drove by the Minnetonka farmers market and they were really impressed. It looked like a terrific attendance. Ingraham added that it looks like the Excelsior Boulevard trail work is progressing very well between Shady Oak Road and Baker Road. He thought that looked really good.

Evenrud agreed with Ingraham about the Excelsior Boulevard project. Evenrud thanked O'Dea about getting back to Ingraham and himself about the trail at Kinsel Park. The answer O'Dea gave them was that there was a bad drain that is allowing the water to come through and there is a very old clay situation. Evenrud asked if it would be feasible or possible to have a floating dock for the boardwalk.

Public Works Street and Parks Operations Manager, Darin Ellingson said they are very close to getting a pipe outlet restored at the lake. They are working with Hennepin County and other agencies. Soon, they will be starting the design phase and hopefully a new pipe valve will be in. Once that is open and functioning, the lake should be below the boardwalk. The water is about a foot to a foot and a half high right now. With a functioning pipe, the lake will normally be a foot lower which would get that boardwalk out of the water. A floating boardwalk could be an option in the future if it is needed.

Ingraham commented that the dock at Lone Lake Park is still fully submerged and it's late in the season. He asked if something different is going on there too and if there is a drain.

Ellingson said Lone Lake is landlocked so there is no way for the water to get out. It has been gradually rising with the rainfall the last few years. They really don't have an option to pump it. Staff is looking at a project this fall to possibly remove the whole dock and build something over the winter. Then they can get something installed in the spring.

8. Information Items

Lone Lake Park Multi-Use Mountain Bike Trail Update

O'Dea reported.

Oberlin & Gro Tonka Parks Tennis Courts

Ellingson reported.

Robinwood Park Update

Ellingson reported.

Excelsior Trail Project

HejlStone said the trail progress is coming along great. They've had a pretty favorable construction season this year so they are seeing great progress along that corridor. They are right on schedule to open up in several weeks once they reach substantial completion. In the coming weeks you will see pavement and some revegetation with some seeding and an erosion control blanket.

Trail Swap

HejlStone reported.

9. Upcoming Park Board Agenda Items

O'Dea reported.

Evenrud asked if the joint meeting would still be online.

O'Dea anticipates it will be online.

10. Adjournment

Ingraham moved, Jacobs seconded a motion to adjourn the meeting at 8:31 p.m. All voted "yes." Motion carried.

Respectfully submitted,

Kathy Kline

Kathy Kline
Recreation Administrative Coordinator

**Minnetonka Park Board Item 6A
Meeting of October 7, 2020**

Subject:	Consideration of a futsal court on an existing tennis court in a park.
Park Board related goal:	To provide quality athletic and recreational facilities and programs.
Park Board related objective:	Ensure that park amenities, recreational facilities and programs address future community needs and changing demographics.
Brief Description:	Review the options for a potential futsal court and provide staff with direction for next steps.

Background

At the August 5, 2020 park board meeting, a request was made by Bobbi Hoebelheinrich, on behalf of Tonka United Soccer Association, to consider adding a futsal court to an existing tennis court in the city. Hoebelheinrich indicated that this would be a good opportunity for the city to look at how citizens and community youth could use the tennis courts in another way when the courts are not being used for tennis. The board directed staff to explore the feasibility of adding futsal at one of our parks.

Summary

Futsal is a ball sport, similar to soccer, played on a hard court between two teams of five players each, one being a goalkeeper. The game is played on a hard court surface delimited by lines; walls or boards are not used. Futsal is also played with a smaller, harder low-bounce ball. A futsal court ranges from 49.2’ – 82’ wide x 82’ -137.8’ long, but does not have to fit into these measurements to be playable. A tennis court is 36’ wide x 78’ long. The typical fence to fence distance for a tennis court is 60’ x 120’.

Several tennis courts are scheduled to be reconstructed over the next five years as part of the City’s Capital Improvements Program (CIP). The most cost effective way to incorporate a futsal court would be to include it in one of the already scheduled tennis court reconstruction projects.

The addition of a futsal court would have a minimal impact on the current CIP budget for tennis court reconstruction. The court surface would be the same with different lines for the two sports. One additional cost could include the installation of a fence to separate tennis from futsal if the location chosen does not already have a fence separating courts. The estimate for a chain link fence, terminal posts and a concrete strip is \$9,000-\$10,000.

Options to consider:

- Dedicated futsal court (top court)
- Tennis/Futsal court combination with removable tennis posts (bottom court)



Example: Dedicated futsal court (top), multi-use tennis and futsal court (bottom)

The following tennis courts, shown in more detail on the attached Futsal Location Considerations document, are scheduled for reconstruction in the CIP:

- 2021: Lone Lake (4 courts) & Glen Lake Parks (3 courts)
- 2023: Linner (2 courts) & Junction Parks (2 courts)
- 2024: Reich Park (2 courts)
- 2025: Covington (2 courts) & Spring Hill Parks (2 courts)

Staff recommends that a futsal court at Glen Lake be considered by the board. There are currently three tennis courts on site with one court already separated by an existing fence. Due to the existing fence, the CIP would not need to be amended to accommodate the additional cost of a fence. This is a shared property with the Glen Lake Elementary school. The addition of a futsal court could be beneficial to the City's summer playground program as well as to the school's physical education program and free play at recess. Although parking directly adjacent to the courts is limited, there is additional parking available west of the ice rinks.

The board should consider a dedicated futsal court vs. a multi-use court. A dedicated court would be lined only for futsal and a multi-use tennis/futsal court would have lines for both sports. A multi-use court would have removable tennis posts and a schedule of futsal/tennis usage would need to be determined. It is anticipated that the court would be set up as a futsal court in the Spring and Fall and as a tennis court in the summer if a multi-use court is chosen.

If Glen Lake is the chosen site for futsal, the City would pursue written permission from the district to implement the new amenity in accordance with the Cooperative agreement with Hopkins School District for outdoor recreational use of Glen Lake

Elementary School Property (attached) as well as notify the public of the potential amenity change.



Glen Lake tennis courts

Discussion Points

- Does the park board support the addition of futsal as an amenity in our park system?
- If so, what is the preferred location and layout (dedicated or multi-use) for the futsal court?

Recommended Park Board Action: Review the provided background, locations and layout options for a potential futsal court. Provide staff with a desired location and court layout and direct staff to notify the public of the potential new amenity.

Attachments:

1. Futsal Location Considerations
2. Cooperative Agreement with Hopkins School District for outdoor use of Glen Lake Elementary School Property

Futsal Location Considerations

It is important to consider parking stalls and current tennis usage when evaluating the locations for a potential futsal court. Locations based on the current CIP schedule are as follows:

Lone Lake Park (2021)

- Moderate to high tennis usage
- Tennis Lot: 17 regular and 1 handicap parking stalls.
- Lower Lot: 78 regular and 4 handicap parking stalls.
- Soccer Field Lots: 57 regular and 4 handicap parking stalls 9 regular



Glen Lake Park (2021)

- Low tennis use currently due to the condition of the courts
- 4 parking stalls adjacent to the courts. There are approximately 10 stalls in the gravel parking lot next to the ice rinks, which are in close proximity to the courts
- There is already a fence in place separating one court from the other two



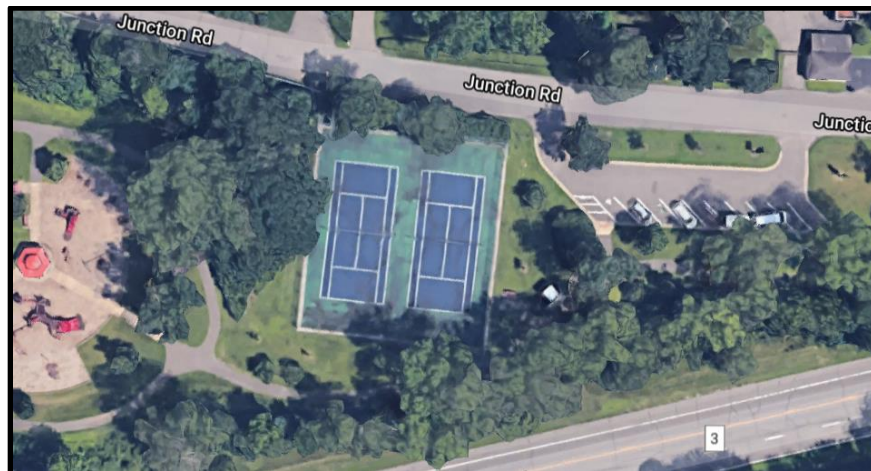
Linner Park (2023)

- Moderate to high tennis usage
- Lower Lot: 8 regular and 1 handicap parking stalls
- Upper Lot: 5 regular and 1 handicap parking stalls (closest to courts)



Junction Park (2023)

- Moderate to high tennis usage
- 9 regular and 1 handicap parking stalls



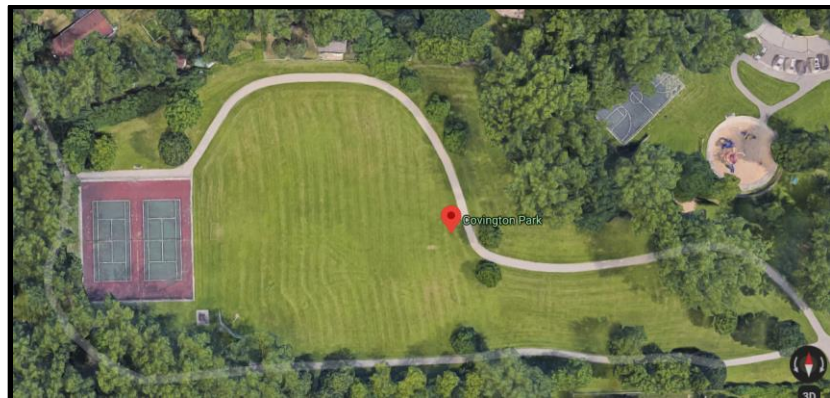
Reich Park (2024)

- Moderate tennis usage
- 4 regular and 1 handicap parking stalls



Covington Park (2025)

- Low tennis usage
- 17 regular and 1 handicap parking stalls



Spring Hill Park (2025)

- Moderate tennis usage
- South Lot: 2 regular and 1 handicap parking stalls
- North Lot: 15 regular and 1 handicap



COOPERATIVE AGREEMENT FOR
ATHLETIC FACILITIES

THIS AGREEMENT (“Agreement”) is made as of _____, 2016, by and between INDEPENDENT SCHOOL DISTRICT NO. 270, a political subdivision of the State of Minnesota (“District”) at 1001 Highway 7, Hopkins, MN 55305 and CITY OF MINNETONKA, a Minnesota municipal corporation (“City”), at 14600 Minnetonka Boulevard, Minnetonka, MN 55345.

Recitals

A. District is the fee owner of real property located at 4801 Woodbridge Road, Minnetonka, in Hennepin County, Minnesota, legally described on the attached Exhibit A (the “Property”).

B. There are two sidewalks adjacent to the Property: one along the west boundary of the Property, adjacent to Woodbridge Road (the “West Sidewalk”); and one along the east boundary of the Property (the “East Sidewalk”).

C. The Property is improved with a public school building, related parking improvements, and the following athletic facilities: two softball fields, three tennis courts, one outdoor skating area, two outdoor hockey rinks, and one warming house (collectively, the “Athletic Facilities.”) The approximate layout of the Property improvements, including the Athletic Facilities, are depicted in the sketch attached as Exhibit B. In this Agreement, the softball fields are referred to as “Softball Fields,” and the remaining Athletic Facilities are referred to as “City Facilities.”

D. For many years, the District and City have informally cooperated with respect to the maintenance, improvement and scheduling of the Athletic Facilities. This Agreement is made for the purposes of formalizing the past arrangements and clarifying the responsibilities of the parties going forward.

Terms

1. **Term.** This Agreement remains in effect until terminated as provided in paragraph 7 below.

2. **City Responsibilities.** City has the responsibilities described below for the City Facilities and West Sidewalk:

- a. **Tennis Courts.** City is responsible for all maintenance and repairs of the tennis courts and related improvements and for mowing associated turf areas. City is also responsible for scheduling the tennis courts. Subject to the provisions of paragraph 4 below, City is also responsible for the cost of replacing the tennis courts while this Agreement remains in effect.

- b. Hockey rinks. City is responsible for all maintenance and repairs of the hockey rinks and associated lighting fixtures and for mowing the associated turf. Subject to the provisions of paragraph 4 below, City is also responsible for the cost of replacing hockey dasher boards and light fixtures while this Agreement remains in effect. City is responsible for scheduling the hockey rinks from December 1 through the last day of February of each year that this Agreement is in effect.
- c. Skating Area. City is responsible for maintaining the skating area and mowing the associated turf. City is also responsible for scheduling the skating area.
- d. Warming House. City is responsible for all maintenance and repairs of the warming house and mowing the associated turf. City is also responsible for scheduling and staffing the warming house. Subject to the provisions of paragraph 4 below, City is also responsible for the cost of replacing the warming house while this Agreement remains in effect. City will provide District with access to the warming house for use by District. District will schedule District's use through the City, and District will staff the warming house during District's schedule use.
- e. Tennis Court Parking Lot. City is responsible for maintenance and repairs of the parking lot adjacent to the tennis courts, including snow removal, striping, and sweeping. Subject to the provisions of paragraph 4 below, City is also responsible for the cost of resurfacing the parking lot while this Agreement remains in effect.
- f. Skating and Hockey Rink Parking Area. City is responsible for removing snow from the parking area adjacent to the skating area and hockey rinks.
- g. West Sidewalk. The West Sidewalk is a public sidewalk, owned by the City. City is responsible for the maintaining, repairing and replacing the West Sidewalk in the same manner and to the same standards as apply generally to public sidewalks in the City. The City currently performs snow removal on the West Sidewalk. However, this Agreement does not prevent the City from adopting, in the future, an ordinance of general application that would require property owners, including the District, to remove snow from the public sidewalks adjacent to their properties.
- h. Utilities. The electric use for the warming house and lighting associated with the City Facilities is separately metered. City is responsible for payment of electrical bills for the City Facilities.
- i. Portable toilets. City is responsible for contracting for portable toilets that the City determines are needed for the City Facilities.

3. District Responsibilities. District has the responsibilities described below for the Athletic Facilities, East Sidewalk and the remainder of the Property:

- a. Softball Fields. District is responsible for all maintenance and repairs of the softball fields and associated lighting fixtures, fencing and improvements. District is also responsible for mowing the turf adjacent to the softball fields.
- b. East Sidewalk. The East Sidewalk is owned by the District. District is responsible for maintenance, repair and replacement of the East Sidewalk at its sole cost.
- c. Hockey Rinks. District is responsible for scheduling the use of the hockey rinks from March 1 through November 30 of each year that this Agreement is in effect.
- d. Remainder of Property. Any area of the Property that is not specifically addressed in this Agreement is beyond the scope of this Agreement.

4. Improvements.

- a. District may propose improvements to the Property, including the Athletic Facilities. By separate mutual agreement, City may agree to contribute to the cost of District-proposed improvements, if the City determines that the improvements are in the City's interest. No improvements may be made to the City Facilities without the City's prior consent.
- b. Before making any improvements to the City Facilities, City must obtain written approval from the District's community education director or designee. The City is solely responsible for the costs of any improvements made to the City Facilities, subject to paragraph 4.c. below.
- c. Notwithstanding any provision of this Agreement to the contrary, District agrees that, upon termination of this Agreement for any reason, District will reimburse City for capital improvements to the City Facilities made within the three years preceding the date this Agreement is terminated. City must submit a written request to District for reimbursement, accompanied by an itemized statement of capital improvements (any improvement in excess of \$5,000 that involves more than routine maintenance) made to the City Facilities within the three years preceding the date this Agreement was terminated. The itemized statement must be accompanied by supporting invoices or work orders. District agrees to pay the City 50 percent of the total cost of itemized capital improvements, within 30 days after receipt of the City's request and accompanying documentation.

5. **Insurance.** District and City each agree to maintain liability insurance with coverage limits not less than the limits of liability contained in Minn. Stat. § 466.04 or self-insurance in the same amounts. If District or City contracts for the construction of improvements to the City Facilities, the contracting party must require its contractor to obtain casualty and liability insurance in amounts to be agreed upon by the District and City, and to name both the District and City as additional insureds under the insurance policies. City agrees to maintain hazard insurance on the City Facilities, to protect against damages or loss from fire, wind, and acts of nature.

6. **Liability.** To the full extent permitted by law, actions by the District or City pursuant to this Agreement are intended to be and shall be construed as a “cooperative activity,” and it is the intent of the parties that they shall be deemed a “single governmental unit” for the purposes of liability, as set forth in Minnesota Statutes Section 471.59, subd. 1a(b). The provisions of Minnesota Statutes Section 471.59, subd. 1a(a) govern regarding the liability of the City and District.

7. **Termination.** This Agreement may be terminated as follows:

- a. The Agreement may be terminated at any time by mutual written agreement of the City and District.
- b. Either party may terminate this Agreement by providing written notice to the other party at least one year prior to the termination date.

8. **Notices.** Any notice or demand required to be given under this Agreement must be in writing. Notices to the City must be sent to the city manager at the address given in the opening paragraph of the Agreement. Notice to the District must be sent to the community education director at the address stated in the opening paragraph of the Agreement. Notices are deemed given when personally delivered or when deposited in the United States mail and properly posted for first class mail delivery.

9. **Miscellaneous.**

- a. The books, records, documents, and accounting procedures of the City and the District are subject to examination by the other party, and either the legislative or state auditor as appropriate, pursuant to Minnesota Statutes, Section 16C.05, Subdivision 5.
- b. The City and District agree to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

[signatures on following page]

INDEPENDENT SCHOOL DISTRICT NO. 270

CITY OF MINNETONKA

By _____
Its _____

By _____
Its Mayor

By _____
Its _____

By _____
Its City Manager

Minnetonka Public Works Glen Lake Elementary Exhibit A

Turf Area Maintained by Public Works



**Minnetonka Park Board Item 6B
Meeting of October 7, 2020**

Subject:	Review Park Signage
Park Board related goal:	To renew and maintain parks and trails
Park Board related objective:	Responsibly maintain our parks, trails and recreational facilities, while fairly balancing user fees with general community support
Brief Description:	The park board will review the current park signage and give direction to staff

Background

There are three main types of signage in Minnetonka parks, including monument or entrance signs, rules signs (regulations, pets) and educational/interpretive. The attached sign inventory indicates types of signage and location. Below is a short description of each sign type:

Monument/entrance

These signs are intended to be a visible monument that names a park area. The signs are simple wooden signs that blend in well with the surrounding neighborhoods. Not all parks have a monument sign and due to the nature of the park there are no plans to install at those locations. Volunteers who participate in the city's Adopt-A-Sign program plant flowers around the signs and maintain them for the summer. The city has many volunteers who have participated in this program for a number of years.



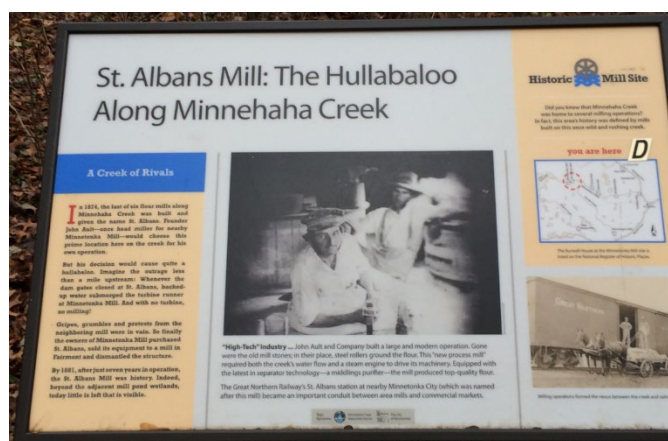
Rules/park regulations

Park rule signage, including pet rules, are designed to alert park users to general park rules (e.g. no motorized vehicles on trail) as well as park-specific information. These signs are generally placed in a park at trail heads or in areas related to a high number of complaints.



Educational/Interpretive

The city has educational or interpretive signage at five parks: Big Willow, Minnetonka Mills/Burwell House, Purgatory Park, Lone Lake Park, and the Minnehaha Creek headwaters (in collaboration with the Minnehaha Creek Watershed District). Information that is shared on these signs includes natural features of the area, restoration or management activities (e.g. invasive plants, stormwater runoff), and Minnetonka history.



Condition of current signage

The monument signs are in good condition and get painted approximately every 3-5 years. The existing park rules signs are all very old and due to be replaced with updated language and new wood posts. The interpretive signs at Lone Lake Park were removed this year due to significantly deteriorating conditions.

Replacement and maintenance schedule of signage

There are three monument signs that will have new posts made over the winter to be ready for installation in the spring. New monument signs will be installed at Boulder Creek and Linner parks. The monument signs will continue to be painted on the existing rotation. Park regulations signs will be added to most parks, based on use and complaints received by users. While it is nice to have uniformity between the parks, too much signage can lead to the parks appearing cluttered.

To replace educational signage, city staff would inventory the current status and content of existing signage, identify themes or narratives appropriate for the specific park area, develop content and graphics with a designer, determine sign type and construction needs, and manage for production and installation. Barring a change to very elaborate monument signs or educational signs, maintenance and replacement of park signage will be funded by the Parks and Natural Resources operating budgets.

Staff Recommendation

Continue with the current schedules for monument signage. Further research educational and park rules signage and bring back to the Park Board.

Recommended Park Board Action:

The Park Board is requested to review the presentation, provide feedback and give direction to staff regarding next steps.

Attachment

1. City parks sign inventory

Park	Monument Signs	Park Rules	Pet rules	Interpretive	Park	Monument Signs	Park Rules	Pet rules	Interpretive
Big Willow	1	0	0	1	Linner	*	0	0	0
Boulder Creek	*	0	0	0	Lone Lake	2	0	0	12
Covington	1	1	0	0	Mayflower	1	0	0	0
Crane Lake	**				McKenzie	1	1	0	0
Cullen Smith	**				Meadow	1	1	0	0
Elmwood Strand	1	0	0	0	Mills Gazebo	0	0	0	1
Ford	1	0	0	0	Mills Landing	0	0	0	0
Glen Lake Athletic	1	0	0	0	Burwell	2	0	0	4
Glen Lake Station	1	0	0	0	Mini Tonka	1	0	0	0
Glen Moor	1	0	0	0	Minnehaha Creek Headwaters	0	0	0	9
Grays Bay Marina	1	0	0	0	Mooney	1	0	0	0
Green Circle	2	0	0	0	Oakhaven	1	0	0	0
Gro Tonka	2	1	0	0	Oberlin	3	1	2	0
Groveland	1	0	0	0	Orchard	1	1	0	0
Guilliams	1	0	0	0	Pioneer	1	0	0	0
Hilloway	1	0	0	0	Purgatory	1	2	3	0
Holiday Lake	0	0	0	0	Reich	2	1	0	0
Jidana	1	0	3	0	Ridgedale	**			
Junction	1	0	0	0	Robinwood	**			
Kelley Gardens	0	0	0	0	Spring Hill	2	0	0	0
Kinsel	2	0	0	0	Sunrise Ridge	1	0	0	0
Knollway	1	0	0	0	Tower Hill	0	0	0	0
Lake Charlotte	1	0	0	0	Victoria Evergreen	1	0	0	0
Lake Rose	0	0	0	0	Westwood	1	0	0	0
Libbs Lake Beach	1	1	0	0	Wilson	2	0	0	0
					Woodgate	1	0	0	0

* Denotes monument signs are made but not installed

** Denotes future park. Sign will be installed when developed

**Minnetonka Park Board Item 6C
Meeting of October 7, 2020**

Subject:	2020 Park Board Strategic Plan Check-In
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 progress on the strategic plan goals and objectives in place for 2020.

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.

At the February and March, 2020 meetings, the Park Board reviewed and approved the 2020 Park Board Strategic Plan. New this year, the board will review the goals and objectives mid-year to ensure those are met.

Discussion Points

- Does the park board have recommended goals or objectives to focus on?
- Does the park board have any feedback on the strategic plan goals and objectives that are in place for 2020?

Recommended Park Board Action: Review the attached strategic plan goals and objectives.

Attachments

1. 2020 Strategic Plan

**Minnetonka Park & Recreation Board
2020 Strategic Plan**

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 placemaking projects and public realm improvements for the Opus area and make recommendations to the city council
- Objective 6: Review design for a new park in the Ridgedale area and make recommendations to the city council
- Objective 7: Review rules, metrics and indicators for the Lone Lake Park multi-use mountain bike trail

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 park facilities 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 2020 and make recommended adjustments for 2021
- Objective 6: Offer a full range of programs for people of all ages, ability levels, and economic and cultural backgrounds ensuring all have the opportunity to participate
- Objective 7: Responsibly maintain our parks, trails and recreational facilities, while fairly balancing user fees with general community support

Goal Enhance long-term Park Board development

- Objective 1: Review and recommend Capital Improvements Program for 2021-2025 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 such as the farmers market
- Objective 4: Review chapters of the Parks Open Space and Trails (POST) plan in preparation for an update to the document
- Objective 5: Continue to explore new ideas and strive to build community for those who work, live and play in Minnetonka
- Objective 6: Actively explore and enhance partnerships/engagement opportunities with other agencies including the City of Hopkins
- Objective 7: Annually assess the park board strategic plan

**Park Board Agenda Item 6D
Meeting of October 7, 2020**

Subject:	Naming the New Park at Ridgedale
Park Board related goal:	To renew and maintain parks and trails
Park Board related objective:	Identify areas of the city that are deficient of adequate park or trail amenities
Brief Description:	Determining a name for the new park at Ridgedale

Background

As part of the ongoing revitalization and reimagining of the Ridgedale area, the City of Minnetonka is developing a signature new community park adjacent to Ridgedale Center. The new park at Ridgedale will help create an identity, serve as a front door to the community for non-residents and will set the tone for redevelopment in the area. The design for the new park is based off of a robust community outreach and engagement effort to identify preferences and values in this unique space. The design of this new park will incorporate iconic multi-functional and multi-seasonal elements to create a vibrant, welcoming and inclusive gathering space that is able to host a wide variety of programmed activities, events and festivals.

Introduction

The act of naming is significant and meaningful. The naming of a park, trail, facility or natural area is intended to be permanent, and therefore should be approached in a thoughtful manner. The name should take into consideration the past, present and future history of the land, its use and the community's relationship to it.

The city council will rely on the park board for input and recommendation for the naming city parks, recreational areas and facilities.

Objectives:

- Naming of city parks, recreational areas and facilities enhances a sense of community within the city.
- Ensure that parks and recreational areas are easily identified and located.
- Ensure that names given are consistent with the values and characteristics of the City of Minnetonka.
- Assure the quality of the title/name, so that it will serve the purpose of the city in a permanent manner.

Naming Criteria:

- Geographical location of the facility including descriptive names.
- An outstanding feature of the area, such as: hill, river, vegetation.
- Nature of use of the park, such as: commons, square, sport complex.
- Commonly recognized subjects of historical significance such as: event, group, culture, or place.

Exclusions:

- Naming associations with tobacco, alcohol, contraceptives, religious organizations or political candidates.
- The dedication of small park amenities with an identifiable lifespan and not intended to be permanent such as: fixed park benches and tables.

Potential Park Names Identified by Staff:

In the effort to fully represent the objectives and criteria listed above, staff recommend providing name options for the park board to weigh in on (listed below), along with opportunity to propose names not previously considered.

- Ridgedale Commons
- Ridgedale Park
- Minnetonka Commons
- Ridgedale Plaza
- Other?

Discussion Question:

- ***Does the park board have any feedback or preferences about the potential names identified by staff?***

Recommended Park Board Action:

The park board is requested to discuss potential park names for the new park at Ridgedale and provide a recommendation for the city council for discussion at the November joint meeting.

**Minnetonka Park Board Item 8
Meeting of October 7, 2020**

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.

Lone Lake Park Multi-Use Mountain Bike Trail Update

Construction of the multi-use mountain bike trail began on September 14, 2020. The trail is being constructed by a contracted trail builder with assistance by the MORC volunteers who are completing trail finishing work and applying erosion control materials.

The City of Minnetonka and the Center for Biological Diversity have approved an agreement that will help protect the rusty patched bumble bee, an endangered species, and its habitat in Lone Lake Park. The City Council approved the agreement at a meeting on Monday, Sept. 21, 2020.



Trail Swap

At their August 24 budget study session, city council considered the park board recommendation to swap trail segments 4 and 10, and to extend segment 10 to Steele Street. Segment 10 will be constructed in 2023 and Segment 4 is now anticipated for construction in 2026.

Staff has been working with the project consultant to update the estimate for segment 10 to extend to Steele Street and possibly to Tonkawood (which would provide access to a park & ride, Bethlehem Lutheran Church and a daycare). Staff will work through the updated estimates to provide an accurate look at project costs and how the trail segment timing realignment will impact the Trail Expansion Fund and the Capital Improvement Program. These changes will be reflected in the 2021-2025 Capital Improvement Program, for council approval on September 21.

**Minnetonka Park Board Item 9
Meeting of October 7, 2020**

Upcoming 6-Month Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
Wed	11/4/20	Joint	<ul style="list-style-type: none"> Joint meeting w/city council 	5:30 pm start
Wed	12/2/20	Regular	<ul style="list-style-type: none"> Review of 2020 Farmer's Market Operations and recommendations for 2021 	
Wed	1/6/21	Regular	<ul style="list-style-type: none"> Appointment of chair and vice-chair 	
Wed	2/3/21	Regular	<ul style="list-style-type: none"> Consideration of 2021 Park Board Strategic Plan 	
Wed	3/3/21	Regular	<ul style="list-style-type: none"> Review of 2022-2026 Capital Improvement Plan 	
Wed	4/7/21	Regular	<ul style="list-style-type: none"> 	

Other meetings and activities to note:

Day	Date	Description	Special Notes

Items to be scheduled: