



Agenda

Minnetonka Park Board

Wednesday, January 6, 2021 at 7 p.m.
Virtual Meeting on WebEx

1. Call to Order

2. Roll Call

_____ Elliot Berman

_____ James Durbin

_____ Nelson Evenrud

_____ Chris Gabler

_____ Elena Imaretska

_____ David Ingraham

_____ Ben Jacobs

_____ Chris Walick

3. Reports from Staff

4. Approval of Minutes

A) December 2, 2020

5. Citizens wishing to discuss items not on the agenda

6. Business Items

A) Appointment of Chair and Vice Chair

B) Natural Resources Master Plan Update

C) POST Plan Update Process and Timeline

7. Park Board Member Reports

8. Information Items

9. Upcoming Park Board Agenda Items

10. Adjournment

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.

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
Minnetonka Park Board
Wednesday, December 2, 2020**

1. Call to Order

2. Roll Call

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

Excused: Elena Imaretska.

Staff members in attendance: Jeff Dulac, Jessica Benoy, Ann Davy, Bonnie Hanna-Powers, Kathy Kline, Kelly O'Dea and Sara Woeste.

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

3. Reports from Staff

Recreation Director, Kelly O'Dea informed park board members that the January 6, 2021 meeting will be a virtual meeting. The city will determine if the meeting will be virtual on a month to month basis.

4. Approval of Minutes

Walick moved, Jacobs seconded a motion to approve the meeting minutes of October 7, 2020 as submitted. All voted "yes." Motion carried.

Walick moved, Jacobs seconded a motion to approve the meeting minutes of November 4, 2020 as submitted. Ingraham abstained. All voted "yes." Motion carried.

5. Citizens wishing to discuss items not on the agenda

There were none.

6. Business Items

A. Review of 2020 Farmers Market Operations and Recommendations for 2021

O'Dea introduced Farmers Market Manager, Bonnie Hanna-Powers.

Hanna-Powers gave the staff report.

Evenrud thanked Hanna-Powers for the presentation. Evenrud mentioned that there was great weather and he was not surprised the numbers were up. He was able to go a couple of times and really enjoyed it. Evenrud thinks it was great that we were able to continue to have it as well as other recreation programs during COVID-19.

Walick thought it was awesome what Hanna-Powers did this year. He asked for some examples of activities that were in the rec boxes.

Recreation Superintendent, Ann Davy replied that our Youth Recreation Program Manager, Becca Sytsma puts them together and they have a different theme each month. There is a variety of both indoor and outdoor art projects. Fourth of July there was a yarn star project and she has done some nature hikes and scavenger hunts.

Durbin loved how Hanna-Powers said to stay flexible. Staying flexible is going to continue the success as you adapt to whatever is thrown at you. He congratulated her for such a wonderful farmers market this year. Durbin asked if there is the possibility of introducing other touchless types of payment such as PayPal or Venmo.

Hanna-Powers responded that she has seen that adapted a little bit by vendors over the winter market. Some vendors have it as an option but it is on a vendor by vendor basis. Hanna-Powers agrees that having a touchless payment system is beneficial especially during a pandemic. As far as the city offering Venmo, that would have to be discussed with our finance department to see if they are willing to do that.

Durbin replied that he hopes with the knowledge that she gained from this year's pandemic that she would be able to include food trucks and potentially more vendors. Durbin thinks the year 2021 will be another great year for the farmers market. People are going to be eager to get out of their houses and go support local farmers and other vendors. He thinks more is better as long as you can do it safely.

Berman isn't sure of the timeline of the new Ridgedale Park but he asked if staff is considering hosting a farmers market in that new location in 2021. It could maybe open up the new park to regular farmer market customers.

Hanna-Powers answered that she believes the new park at Ridgedale won't be opening next year so that wouldn't be possible. However, she thinks it is a possibility in the future.

O'Dea added that staff is hoping to construct that park next year. It would be an ideal location but maybe in 2022 when the park is open. Regarding Durbin's question about touchless payments, he thinks it is perfect for vendors. Staff has contacted the finance department and of course it is not as easy as it seems for government agencies to have that, however, staff is looking into it.

B. Items Related to Shady Oak Beach

i. 2020 Shady Oak Beach Operations Report

Aquatics and Inclusion Services Recreation Program Manager, Jessica Benoy gave the staff report.

Evenrud thanked Benoy for the report. He said it was a crazy year and just getting through it and staying flexible is a common theme. He thinks it is definitely a huge accomplishment and suggested to keep trying to have programs for the people that need it. Evenrud was glad that they didn't stay closed all year and that there was a report.

Walick asked how the lifeguards felt with their position and being surrounded by people at the beach, in terms of being vulnerable to COVID-19. He asked if the lifeguards expressed any concerns.

Benoy responded that most of the employees would speak up if they didn't like something. An example is that we didn't know how to give ventilations without any of their air particles coming into contact directly with their mouths. They brought that concern to her and said they do not feel comfortable. At that point, staff changed their whole procedure and how they did things. We kind of adapted as they brought up their concerns. Mask wearing was also implemented in the lifeguard shack. Interactions between all the staff was also minimized.

Ingraham asked what the protocol was if someone needed to have CPR.

Benoy answered that they implemented bag valve masks. It is a mask that goes over your mouth and there is an external bag that provides the oxygen. We switched to just using that and not our normal resuscitation masks.

Durbin thanked Benoy for explaining why there weren't lifeguards there when the beach first opened. That was his question and the risk that he saw with opening it. Hindsight, it was probably the nicest thing that the city did for the residents and the teenage kid population. The fact that the city lost money on it and did it for free was really nice; it was a way of giving back. He knows opening it was controversial but looking back, he thinks it was a good idea. People needed something to do this summer and many chose to go there.

Evenrud asked what the future of the high dive is.

Benoy answered that it is getting inspected this upcoming year. They will inspect the stability of it and see what the engineers suggest to do with it.

Durbin noted that the water is still really high and asked for an update on the milfoil drainage system.

O'Dea answered that our Public Works Director, Will Manchester is looking at that right now. They are working with multiple agencies such as the DNR and the Watershed District. They are still looking at reducing the levels of the lake but he is not positive if that is going to happen before next summer.

Evenrud commented that a nice thing about these presentations is thinking about the future and hoping for a normal season at Shady Oak Beach in the upcoming year.

Benoy added that a big reason for her Wibit purchase this year was due to thinking about what would attract kids if we don't have the big dock. We purchased some equipment that is going to be more towards the deep end and that will hopefully intrigue the teenagers once we can't have the dock anymore.

O'Dea thanked Benoy and Davy for their work with the beach this year and thinks they did a great job. He added that Durbin mentioned being flexible. O'Dea remembers sitting in meetings talking about opening or closing the beach, then three weeks later

the direction of the state changed. Staff is always thinking about the safety of our patrons and he was glad they were able to provide some services at the beach this year.

ii. 2021 Shady Oak Beach Fee Adjustments

Benoy gave the staff report.

Walick thinks it is nice that you are making it easier and collapsing it into one. He wondered when most people purchase their season passes. He asked if most purchases are pre-season, during the season or after August 1.

Benoy replied about 50 percent purchased passes before the season and about 44 percent purchased them during the season until July 31.

Ingraham asked how many people purchased three or more passes. If you look at the numbers staff shared, a good portion is getting a lower price as long as they are not frequent users.

Benoy was not sure how many households purchased three or more passes.

Berman added that from his experience a lot of the users go to Hopkins High School. Most of the Minnetonka High School kids go to Lake Minnetonka beaches. In Hopkins High School, most of the West Junior High kids are primarily Minnetonka residents and get the resident rate. Then the North Junior High kids who are primarily out of the city of Minnetonka get the nonresident rate. Berman asked if there is a way to give all Hopkins High School attendees the resident rate since both schools are in Minnetonka. Those are the kids that use it all season.

Benoy said she doesn't know the history on resident verses nonresident.

Durbin asked if there is a relationship between Shady Oak Beach and the city of Minnetonka and the city of Hopkins.

O'Dea answered that there is a relationship between Hopkins and Minnetonka and both cities received the resident rate.

Durbin asked Berman to confirm if he is talking about the kids that are going to Hopkins High School that don't actually live in Hopkins or Minnetonka.

Berman responded that is correct and the area extends to St. Louis Park or Golden Valley.

Durbin added that Hopkins School District is overwhelmingly big. He said showing a Hopkins student ID to get a resident rate is an interesting proposal.

Berman commented that when you travel there in a group it is kind of weird to have one person paying \$13 and the other person paying \$26.

Benoy said we can discuss it for next year.

Gabler commented that if you are going to do school districts, Minnetonka School District includes students from surrounding cities. Very little of Minnetonka is in that school district so he thinks a can of worms could be opened when you talk about school districts. Gabler asked to confirm that the passes being discussed are the season passes and not the daily pass.

Benoy confirmed they were discussing season passes.

Durbin agreed with Gabler that it would open a can of worms with both school districts.

O'Dea said it is a great idea, however, it does get more involved having school districts that contain students from multiple cities. Staff won't be able to do anything for 2021 but looking into the future maybe a student rate could be considered. Since the city of Minnetonka and the city of Hopkins own it, preference may be preferred to only Hopkins or Minnetonka residents.

Walick moved, Gabler seconded a motion to approve the proposed changes to the season pass rates for 2021. All voted "yes." Motion carried.

7. Park Board Member Reports

Jacobs commented that the new mountain bike trail has been getting a lot of great feedback and people love it. He has been out there the last couple of days checking them out and they are just great. He complimented staff and said they did such a nice job designing them.

Evenrud added that he has walked by them and he can't wait to see them when leaves are on the trees.

Durbin biked the trail the first week it was open and it was uphill in every direction he went. It was new so it was bumpy but he was told it would be like that because it had to get worked in. The trail was constructed extremely well. There were a couple people walking it while people were biking it. The trail was a very controversial topic and when he was out there he saw that it fits perfectly into a park. It was quiet and there was nature all around and nobody was disturbing the nature. It is really popular and he is very glad that we did this. The parking lots weren't filled and it is such a large park that can handle that additional traffic. The trail is wide enough for walking and nobody is running over anyone. He gives it two thumbs up for the quality. It is a little harder than some expected but people were pleasantly surprised that it was challenging enough to come back.

Ingraham has walked and jogged on the trail and thought it was spectacular. He has heard comments from people too and they all thought it was wonderful. Ingraham has spent a lot of time in the woods at Lone Lake Park before there were official trails; he thinks the trails opens up a lot of the park now. The trail goes in places that he was never able to get to before because of the undergrowth. He found humor with the "no parking anytime" sign that was in the middle of the woods. Ingraham thinks the trail is great and it is a great addition to

the city. Ingraham wasn't able to participate in the Jidana restoration effort around the burr oaks but he went by afterwards and thinks all the work staff and volunteers did around mulching the base of the trees was great. Ingraham noted that it is nice to see that the water level has receded at Kinsel Park; he is guessing the drainage they did at the far end of the lake must have been successful.

8. Information Items

COVID-19

O'Dea gave the report.

Park Board Terming

O'Dea mentioned that chair Evenrud terms out at the end of January, 2021. Also, our vice chair decided not to be reappointed to the park board. The next meeting is when we appoint our chair and vice chair so we will be looking for two new people to fill those positions. Also, the city is starting a sustainability commission. The sustainability commission is looking for two members of current boards. They are going to ask one park board member and one planning commission member to be on both boards. That won't likely be at the next meeting but will be addressed in the near future. As we get into February, hopefully we will have two new park board members.

Gabler asked if there were any COVID cases traced back to Williston.

O'Dea replied that staff is not aware of any. We heard of people who had been to the facility but we haven't traced it from a facility.

Gabler added with some of the research that has been done with health clubs and really the low spread rate among health clubs, has the city thought about pushing back a little bit on some of the restrictions specifically regarded to Williston. Gabler also asked if there will be any outdoor ice this winter.

O'Dea responded that we have not pushed back yet and that Williston Fitness Center is probably a smaller health club. Lifetime Fitness and those folks are pushing pretty hard and he thinks that is good for us. Regarding the winter ice, we are planning to have outdoor ice at both Minnetonka and Hopkins. The scheduled date to start flooding is December 19. Staff might do some different things with the warming houses though. We might close those and having roving attendants.

Evenrud was going to ask about the warming houses too. He thinks communicating with the public about what they should do such as getting ready at home would be useful. Just the fact that we are having outdoor rinks is a great thing. Evenrud also asked if the membership fees at Williston Fitness Center were taken away if we closed or will they be charged again.

O'Dea answered that the Williston Fitness Center closed at the end of November. We did not give any refunds for that last week in November but we did not charge anybody for December. Hopefully we will be able to reopen in December and kind of gain that week back.

Evenrud thanked O'Dea and said it was nice to have the Williston Fitness Center opened while it could be but it is also good to be safe.

Durbin is very happy the city will be able to do the outdoor ice. He thinks people are going to look forward to that especially if the indoor ice is closed. Whatever we can do to make hockey and ice skating happen during this winter will be great. Durbin requested that if O'Dea gets more information about the sustainability commission to send it out. He thinks it sounds interesting.

9. Upcoming Park Board Agenda Items

O'Dea reported.

10. Adjournment

Gabler moved, Walick seconded a motion to adjourn the meeting at 7:57 p.m. All voted "yes." Motion carried.

Respectfully submitted,

Kathy Kline

Kathy Kline
Recreation Administrative Coordinator

**Minnetonka Park Board Item 6A
Meeting of January 6, 2021**

Subject:	Appointment of Chair and Vice-Chair positions
Park Board related goal:	Enhance long-term park board development
Park Board related objective:	N/A
Brief Description:	By ordinance, the park board is required to select a Chair and Vice-Chair to serve beginning with the February meeting.

Background

By ordinance, the park board is required to select a Chair and Vice-Chair to serve beginning with the February 2021 meeting. The current terms of Chair Nelson Evenrud and Vice-Chair Elena Imaretska will expire on January 31, 2021. New appointments will serve a term from February 1, 2021 through January 31, 2022.

Recommended Park Board Action: Recommend appointments for the Chair and Vice-Chair positions for a term beginning February 1, 2021 through January 31, 2022.

**Minnetonka Park Board Item 6B
Meeting of January 6, 2021**

Subject:	Update on the Natural Resources Master Plan
Park Board related goal:	To protect natural resources and open space
Park Board related objective:	Continue to review and comment on the implementation of the natural resources stewardship plan
Brief Description:	Provide an update on the proposed planning process for the Natural Resources Master Plan

Background

In 1995, the City of Minnetonka commissioned a study of natural habitat in five major parks (Big Willow, Lone Lake, Purgatory, Meadow, Civic Center) and three creek corridors (Minnehaha, Nine Mile, Purgatory) to assess their environmental health and quality. The study indicated that all vegetation types throughout the city were deteriorating and in decline. Without human intervention, the overall trend would be toward continued degradation.

As a response, the city adopted a Natural Resources Management Plan (NRMP) in 1997 and Council Policy 11.11 in 1999 (updated in 2003) to help guide habitat restoration and open space preservation activities. A primary component of the plan and related policy includes the natural resources stewardship program, which focuses on an ecological system-based approach to restoration and management. General goals of the plan and program include:

- To protect or enhance the health of the ecosystems in Minnetonka.
- To enhance the biological diversity of its native habitats.
- To provide an appropriate balance between resource preservation, recreational use, and community growth.
- To maintain the natural and historic integrity of Minnetonka.
- To establish partnerships and stakeholder involvement with a variety of agencies and citizens in the community to perpetuate sustainable resources in Minnetonka and surrounding areas.

Summary

The 1997 Natural Resources Management Plan and the resulting stewardship program have generally provided the guidance needed for prioritizing restoration activities, resources and funds. In 2003, an effort was undertaken to re-assess habitat quality in the parks, however since that time no formal assessments or plan updates have occurred beyond yearly restoration planning by city staff.

In 2019, city staff began efforts to update the plan to help refocus our goals and priorities for protecting and enhancing the biological and ecological integrity of the city's natural areas. Seen more broadly as a natural resources 'master' plan, the new plan will take the following into consideration:

- 'Natural resources' includes water resources (creeks, lakes, wetlands), trees and woodland habitat, open fields/grassland, insects and wildlife, soils and geologic features, air and climate.

- Goals and strategies will focus on restoration of ecosystem functions to address multiple issues and gain multiple benefits. As an example, a strategy of converting un-used turf areas on both public and private land to native plantings can increase soil health, capture and hold more rainwater, provide a food source for pollinators, and reduce carbon emissions; all of which benefit our natural resources and provide a more healthy, livable community.
- Provides an opportunity to gather new data, use new technology, and tap in to community-based resources including local knowledge and a significant willingness to provide volunteer support.
- Highest priority will be given to the city's five community park spaces and three creek corridors, along with other city owned and operated land. Opportunities to include landowners and private property in natural resource enhancement and protection will also be identified.
- Strategies for achieving identified goals will include projects, programs, and policy considerations.

Field data collection and habitat assessment activities occurred in the summer and fall of 2019 in all Minnetonka parks, along with many publicly-owned outlots and other open spaces (e.g. Cullen Smith property). Information gathered includes current habitat conditions and significant issues present. Additional information has been or is currently being gathered through remote sensing (infrared photography), or using existing GIS data sets, including:

- Topography
- Aerial extent and makeup of the urban forest canopy (including tree species, age classes, and street/landscape trees not part of a forest)
- Aerial extent of open grassland/meadow areas, impervious surfaces, and turf areas
- Vegetation communities using the Minnesota Land Cover Classification System
- Soil types and underlying geology
- Natural water bodies, including groundwater resources
- Climate impacts (air quality, urban heat island effect)
- Wildlife and pollinator species present

The information gathered will be analyzed to identify possible points of action, such as creating habitat connectivity for wildlife, pollinator habitat enhancement zones, carbon sequestration opportunities to help mitigate climate change, nature-based play areas, or urban heat island reduction areas for human health benefits.

The next phase of planning includes gaining feedback on goals, priorities, and strategies before final plan adoption by the City Council. Below is a draft planning process and timeline:

February, 2021 – Update City Council on the planning process and timeline

March, 2021 – Formal presentation to Park Board for feedback on park/open space data collection and assessments along with draft goals, priorities and strategies

March/April, 2021 – Host 1-2 public input sessions related to the draft plan to gain input and feedback

May, 2021 – Presentation to City Council for final plan adoption

It should be noted that the public engagement process and timeline is likely to be influenced by a proposed update to the Parks, Open Space, and Trail (POST) Plan. While technically they are separate plans, they are closely linked. Thus feedback received for the POST plan may be relevant for the updated NRMP plan. If necessary, a revised timeline will be conveyed to the Park Board as an information item at a later date.

Recommended Park Board Action: Hear presentation and provide feedback on Natural Resources Master Plan update, public engagement process, and timeline.

Attachments: None

**Minnetonka Park Board Item 6C
Meeting of January 6, 2021**

Subject:	POST Plan Update Process and Timeline
Park Board related goal:	To renew and maintain parks and trails
Park Board related objective:	Participate in the park & trail projects process and make recommendations to the city council.
Brief Description:	Park System Plan Update

Background

The current parks, open space, and trail system (POST) plan was created and adopted in 2001. The document has been instrumental in the implementation of park improvements throughout the city. As acknowledged in the current POST plan, the needs of individuals and families living in Minnetonka are dynamic and will change and evolve through time, especially with changes in population demographics, diversity, and recreation trends. The systems approach to planning identified in the POST plan calls for regular reevaluation and assessment to recognize these changes and provide a park, open space and trail system plan that reflects the needs of the community.

The current POST plan is heavily referenced in the City of Minnetonka's 2030 comprehensive guide plan. The City of Minnetonka comprehensive guide plan for the year 2040 has been accepted and approved. The need for an update to the POST plan is identified as a specific strategy to achieve the 'maintain, preserve, and enhance the existing wetlands, parks & open spaces that give Minnetonka its unique character and provide a high quality of life for all residents and visitors' policy.

Project Goals

The parks, open space, and trails that connect them are what gives Minnetonka its unique character. Residents of and visitors to the community feel like it is a part of nature, not apart from it. The strong commitment the community has with its natural resources and open space will ensure Minnetonka is a community of choice where people live, work, play, and conduct business in a naturally beautiful environment. More recently, there have been conflicting opinions in the community as to what level humans are a part of the natural environment, particularly in parks, open space and preserve areas. In an effort to address this and foster clarity, implement best practices and build community, staff are working to update the city's POST plan in conjunction with updates to the Natural Resource Master Plan (NRMP).

As a community with a dynamic population, it can be expected that the needs of individuals and families living in Minnetonka will continue to change and evolve through time. City staff are committed to providing a comprehensive, balanced, and sustainable system of parks, open space/natural areas, trails, and recreation oriented activities/programs that responds to the community's values.

Since the City is fully developed, the priorities for the future are to preserve and enhance existing features to allow current and future generations to enjoy these spaces, and to identify appropriate new opportunities for system expansion as they arise.

The purpose of the Minnetonka Parks, Open Space, and Trail System plan is to provide a comprehensive, balanced, and sustainable system of parks, open spaces/natural areas, trails, and recreation-oriented activities/programs for city residents to use and enjoy in as cost effective manner as possible. The outcome of the POST plan update will be a concise and

useable document that will align with complementary studies and planning documents, provide a framework for implementation, and achieve buy-in from residents and leadership.

Specific Goals

- Maintain, preserve, and enhance the parks, open spaces and trails that give Minnetonka its unique character.
- Implement framework to provide equitable park facilities and programs that match the desires, needs, and abilities of residents and visitors.
- Continue to develop a walkable/bikeable Minnetonka that will safely and comfortably connect people to parks, open space, and village centers, and build a culture of active living.
- Protect and preserve the outstanding quality of life currently enjoyed in Minnetonka, and the desire to ensure the same quality of life is available for future generations.
- Identify opportunities for new parks and open space improvements.
- Foster resiliency of parks and open space to recover and adapt to climate change and extreme weather events.
- Better define appropriate park and open space designations, uses and amenities to align with the current and future needs across a variety of stakeholders.

It is important this system plan reflects the needs and desires of the community today and the future. The park board is asked to review and comment on proposed process and timeline, scheduled to begin in early 2021. The planning effort will occur through December 2021, with a report and presentation to the park board and city council in August and at the joint meeting in November.

Included is a more detailed outline of the POST plan update process and timeline to review and provide comment. Any thoughts or suggestions on specific items to explore or address are welcome.

Recommendation Action:

Review the process and timeline for updating the POST plan and provide comment and feedback.

Attachment

1. POST plan update process and timeline

Parks, Open Space & Trail (POST) Plan Update Process and Timeline

Scope of Work & Deliverables

The scope of work includes an evaluation of existing parks, open space, and trail facilities, needs assessment, trends analysis, visioning, systems plan recommendations, and implementation strategies. The planning effort will provide the city with a user-friendly, graphically compelling, strategic document to help guide decision-making and investments in the future parks, open space, and trails system.

1. Review of Relevant Planning Documents, Planning Studies and Surveys

The project team will coordinate with city staff and consultants for related planning projects as appropriate to reflect complementary documents and efforts, particularly the Natural Resources Master Plan. Opportunities to collaborate will be identified and pursued as appropriate. Specific documents include:

- 2001 POST Plan
- Parks, Open Space and Trails chapter of the City of Minnetonka 2040 Comprehensive Plan, and other chapters as appropriate
- Recreational Facilities and Programming Space Needs Study
- Draft Natural Resource Master Plan documents
- 2020 Trail Improvement Plan
- Community Park Audits
- Minnetonka Annual Community Survey
- Current city park ordinances

Deliverable: Identification of opportunities for collaboration from complementary documents, plans and efforts.

2. Community Outreach & Engagement

The project team will assist the City in undertaking a public process intended to gain input from residents, park users, neighborhood groups and city leadership, with an eye towards engaging with traditionally underrepresented groups including youth, seniors and non-residents. Preliminary steps will include a review of all relevant background information and visits to the community and park locations. Every effort will be made to respond to the current pandemic in a safe manner, and to 'meet people where they are' in order to engage with as many residents. Community outreach & engagement best practices will:

- Build off previous engagement efforts.
- Build and maintain relationships with volunteers, neighborhood groups and recreation participants.
- Gain community buy-in.
- Understand the needs of residents, especially traditionally under-represented groups and current non-park users.
- Collaborate with public engagement efforts of the NRMP, as appropriate.

Deliverable: Documentation of public input, community values and preferences, identification of potential relationships and project stakeholders.

3. Document Revision and Creation

The project team will assist the city staff in the creation of a concise and useable system planning document that aligns with related studies and planning documents as identified below. Specific goals for the document include:

- Reflect findings from community outreach effort and input from city staff and leadership.
- Align with goals and strategies from the 2040 Comprehensive Plan.
- Revise chapters and sections of the 2001 POST Plan, as appropriate.
- Creation of new document chapters and sections, as appropriate.
- Identify redundant or out of date document chapters and sections for removal from document, as appropriate.
- Create up to date mapping and documentation of neighborhood park service areas, current parks, open space, trails and their amenities.
- Identify areas of the city deficient in park area and amenities and areas or parcels to target for future park improvements.
- Identify exceptions and omissions from the plan.

Deliverable: A concise and useable system-planning document.

4. Implementation Framework

This document will be useable by a variety of city departments and staff, particularly for implementation of recommendations. Specifically, the implementation framework will identify:

- High level cost estimates for identified park improvements.
- Criteria to prioritize park improvements.
- Timeframe to address identified park improvements.
- Strategies for partnership or other opportunities to implement recommendations outside of city resources (including but not limited to public private partnerships, volunteer opportunities, redevelopment project and park dedication fees).

Deliverable: Report outlining park, open space and trail priorities along with recommendations and strategies for implementation.

Desired Outcomes

- Understand needs, values and preferences to guide park improvement and planning efforts.
- Identification of spaces for development of new parks (multiple options depending on city owned lots, partnership opportunities, development projects, etc.) in areas that are currently underserved.
- Plan endorsed by the community.
- Implementation plan for proposed improvements to guide capital project planning.

Proposed Schedule for POST Plan Update

	January	February	March	April	May	June	July	August	September	October	November	December
Request feedback from Park Board	★											
Select Consultant												
Project Initiation												
Community Outreach & Engagement			★		★		★		★			
Inventory & Needs Assessment												
Visioning												
Systems Plan Implementation Report												
Finalize Plans & Documents												
Park Board Meeting	★							★			★	
City Council Meeting								★			★	★

**Minnetonka Park Board Item 8
Meeting of January 6, 2021**

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.

Outdoor Rinks

Rinks will open this year and we are expecting an increase in rink and park usage this winter. Public works continues to look for opportunities to build ice, but the unseasonable weather and lack of snow has slowed the process. We hope to have rinks open shortly after the New Year. Because of current executive orders, warming houses will not be opening this year. However, Park Ambassadors have been hired to patrol and manage rinks. Additional benches and picnic tables have been placed outside for rink users.

Lone Lake Park Multi-Use Mountain Bike Trail

Initial trail construction was completed in October 2020, and the trail is now open as conditions allow. Staff and volunteers will continue trail finishing in spring/summer 2021. Weekly trail maintenance will be ongoing as conditions allow.

Winter use includes fat tire biking and snowshoeing. Hiking isn't allowed when the trail is snow-covered because it creates divots and ruts that harm the trail. The trail is closed to all users when trailhead gates are closed.

A new dedicated webpage with information about trail rules, trail uses, status, etc. can be found at minnetonkamn.gov/LLP-MBT.

City of Minnetonka named “Monarch Champion”

The National Wildlife Federation has acknowledged Mayor Brad Wiersum and the City of Minnetonka for completing all 24 action steps in the Mayors’ Monarch Pledge (MMP) program. Minnetonka has participated in the pledge since 2017. Of more than 600 MMP signatory cities in North America, Minnetonka is the ninth to become a Monarch Champion.

Monarch butterfly populations have declined precipitously in just 25 years. East of the Rocky Mountains, monarch numbers have fallen by 90 percent; in the West, less than one percent of the historic population remains. This decline is tied to loss of breeding and overwintering habitat, increased chemical use in urban and agricultural areas, and severe weather events caused by climate change. Open spaces in urban areas – from yards and parks to golf courses, rights-of-way, and natural areas – offer promising opportunities to plant milkweed (the only food source for monarch caterpillars), add nectar sources, and provide shelter. In turn, monarch habitat benefits many other native species. The Mayors’ Monarch Pledge provides a framework to guide cities in this work. Its 24 action steps include strategic planning, collaboration between city departments and with external partners, habitat protection, and education. In

Minnetonka, this includes extensive outreach and engagement, updated ordinance to increase and preserve habitat citywide, and ongoing restoration on city properties.

**Minnetonka Park Board Item 9
Meeting of January 6, 2021**

Upcoming 6-Month Meeting Schedule				
Day	Date	Meeting Type	Agenda Business Items	Special Notes
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"> • Natural Resources Education and Outreach Plan 	
Wed	5/12/21	Regular	<ul style="list-style-type: none"> • No meeting 	Tour to be rescheduled
Wed	6/2/21	Regular	<ul style="list-style-type: none"> • 	
Wed	7/7/21	Regular	<ul style="list-style-type: none"> • 	

Other meetings and activities to note:

Day	Date	Description	Special Notes
Sat	1/9/2021	Winter Farmer's Market	Drive Thru
Sat	2/13/2021	Winter Farmer's Market	Drive Thru

Items to be scheduled:

Park Board Tour