



# Wayzata Parks and Trails Board Meeting Agenda

Wayzata City Hall, Community Room  
600 Rice Street East  
Wayzata, Minnesota

Wednesday, August 15, 2018  
**6:00 pm**

1. Call to Order and Roll Call
2. Approval of Agenda for August 15, 2018 Board Meeting
3. Approval of Minutes of July 18, 2018 Board Meeting
4. Public Comments
5. Old Business
  - a. Updates
    - i. Master Plan Progress and Resident Meeting Follow-up
    - ii. Summer Programs Review
    - iii. CIP Checklist and Updates
    - iv. Wayzata Beach
    - v. Music in the Parks
6. New Business
  - a. Boat Rental Proposal
  - b. James J. Hill Event plan
  - c. Bike Trail Input from Resident
7. Other Business
  - a.
  - b.
  - c.
8. Adjourn

Members of the Parks & Trails Board may meet after the board meeting for a social event.

## **Parks and Trails Board**

### **Meeting Minutes**

July 18, 2018

Present: Dan Baasen, Mary Bader, Jim McWethy, Sarah Showalter and Merrily Borg Babcock. Mike Kelly, City Engineer and Director of Public Works (Interim)

Absent: Sarah Randolph, Ty Purdy, Joanie Cunningham

Guests: Ilja Gregor (Far Hill Road), Peggy Oppenheimer (Park Street future resident)

Meeting was called to order at 6:20. Agenda was approved with Other Business additions. Approved unanimously after a first by Mary Bader and seconded by Merrily Borg Babcock.

Minutes were approved by Merrily Borg Babcock and seconded by Mary Bader with no corrections.

### **PUBLIC COMMENTS:**

Open Pickle-ball play at Bell Courts were well attended with Ilja Gregor noting the surge in this sport and was pleased to see that four courts had been designated specifically for activity in the current iteration of our Master Plan. He feels that this is becoming a popular and will continue to grow.

### **OLD BUSINESS:**

#### Master Plan for Parks and Trails and "Meeting in a Box"

Brad Aldrich was unable to attend the meeting but sent an update (see Attachment A) Discussion was held on the concept of "Meeting in a Box" and the dates have change slightly from the memo sent by Confluence updated to August 1 from 5:30-7, August 6 from 4-5:30 and August 9 from 11:30-1. All meetings will be held at City Hall in the Community Room. Confluence will probably only be able to attend the first meeting and Guest Peggy Oppenheimer suggested we video tape this first meeting with Confluence in attendance to be shown at the next 2 meetings.

A survey about the current park ideas with maps was announced in the Friday Update and people are responding. Kelly also ran off "HAVE A MINUTE, WE NEED YOUR INPUT" flyers as hand-outs.

Promotion will consist of Portal announcements, post cards, Friday Updates, the city Facebook and Twitter.

It was discussed that many people don't use social media and Bader requested a written survey be added to the next mailed Portal such as the one done prior to the P and T formation where around 200 citizens responded. Expense was an issue and length and it was suggested the photos be removed from this survey. No decision was made.

#### Summer Programs

There are approximately 300 people in the summer programs this year, an increase from 2017. Three meetings for Pickle Ball were held at Bell Courts each with around 16 people in attendance. Quality of instruction by David Allen was not observed. There are 5 different sessions of Bocce Ball. End of the season review is important. Programs need to be analyzed for future-Summer 2019.

#### Wayzata Beach

- There have been questions regarding kayak rental.
- Rob Evans is now in charge of Wai Nani and was asked if he would consider any other boating opportunities.
- Duffy electric boats were also discussed with interest in some sort of water craft rental in the future.

- Dori poles have been a success in keeping the birds off of the public swim docks. These poles are being considered for the beach and grass areas.
- Milfoil continues to be a problem even though city staff removes it every morning. Positive aspects about milfoil and zebra mussels is that the water is clearer.
- Sand in the dog drinking fountain has temporarily closed all of the water fountains as the staff waits for repair parts. Sand is now also clogging the sinks in the beach-house as people may be rinsing the sand off of young children. Signage pointed to the back of the beach-house was suggested with the possibility of more showers.

ACTION ITEM: Everyone was asked to think about beach improvements for August meeting.

#### Boat Parade

Successful even though the event started out with lightning and thunder where a few last minute entries cancelled their participation. Six (6) boats entered, the Duffy boat owned by Sherry Perra was the winner and will receive a framed photo of the decorated boat on the water. Three photographers submitted photos, Joel Papa, Jen Schumann and Dan Baasen. Photos will be placed on the city web site and in the P&T eNewsletter.

Suggestions for next year: don't close registrations one week before parade and print larger numbers.

#### **NEW BUSINESS:**

##### CIP-Preliminary

CIP priorities will be discussed at the August meeting and everyone is requested to be prepared. Mike has a new formatted list (see attachment B) that he will send out to board members or print a hard copy for those who request them.

Unfinished smaller projects for 2018 still need to be addressed.

#### **OTHER BUSINESS:**

##### a. Music in the Park:

This June program was successful with attendance at 157 the first Sunday, 193 the second, 59 at the third (rained out) and then 313 at the last concert. It was suggested we book the Great Lawn for next year and consider the same groups. This will be added to the agenda for August for future discussion.

##### b. 5 Year Strategic Plan

Once a year the Strategic Plan needs to be reviewed

##### c. Lake Effect Update

Showalter reported that this project is moving forward with the Lake St., Plaza Park, Depot Space, Boardwalk and Eco Park still in the design phases. Summer Camps held by YMCA have been successful and fund raising continues to progress.

##### Final add-on

Babcock spoke about the spring bulbs in the Post Office Pocket Park looking a little worn and requested the addition of 500 new bulbs this fall. Babcock made a motion, seconded by McWethy and approved unanimously by the Board to approve this request. Babcock will bring back suggestions to the August Board meeting for a possible 2018 fall planting.

Meeting was adjourned at 8:50

## MEETING MEMO

|              |                           |            |                   |
|--------------|---------------------------|------------|-------------------|
| PROJECT:     | Wayzata Parks & Trails MP | PROJECT #: | 17426             |
| DATE   TIME: | 07/17/2018                | LOCATION:  | Wayzata City Hall |
| RE:          | Project Update            |            |                   |
| ATTENDEES:   |                           |            |                   |
|              |                           |            |                   |
|              |                           |            |                   |
|              |                           |            |                   |

### NOTES / DISCUSSION:

The following is a progress update on the Parks and Trails Plan from last month to date, with a roadmap for future efforts.

#### Public Engagement at Art Experience

Public Engagement at Art Experience on Saturday June 23<sup>rd</sup> was a success with approximately 100 people stopping by over the course of the day and 30-40 engaging in more in- depth conversations regarding the parks. Most people that stopped for discussions were Wayzata residents (non-residents were quick to move on).

#### Online Survey Status

We have worked with City Communication staff in the last few weeks to 'blast' the online survey out to residents. There are currently **45** survey respondents to date including the following collectors (we can tell what the origin of how respondents came to the survey):

- Chamber Eblast - 5
- City Eblast – 10
- City Website - 0
- City Social Media - 10
- Handouts/Flyers – 20

We would like to get these number higher and ask Board members to advertise and spread the word. The handouts/ flyers seem to initially be a good driver. Are there other events we can hand these out at?

### **Emerging Takeaways from Public Engagement:**

These are not final and should only be viewed as an FYI. We will be getting much more feedback from neighborhoods and online survey over the next month.

- Klapprich – Primary consensus for concept A - big support for the paddle tennis and especially near the central warming house, most prefer the pickleball restriping at Bell Courts, support for basketball court, reoriented skating, and enhanced play areas. Some concern with too large of parking and to keep sledding hill.
- Shaver/Wayzata Beach – A strong like for more things with support for ideas from both concepts including: increased rental opportunities/rental building, splash pad, play area, hammocks over sculpture, picnic shelters + fire pit, volleyball + shelter instead of basketball + Bocce, increased wetlands/stormwater management, mixed reviews over bike playground and use of shaver park.
- Margaret Circle - Need to check on deed agreements regarding development on Margaret Circle Park.
  - o *“Roger Fazendin deeded this park area to the city with the stipulation that no permanent structures (ie sandbox, playground equip., backstops etc) would ever be built there. Please see notes from a few yrs back when the idea of selling off park lots for houses was presented and denied. Anne Creed”*
  - o Most survey participants are happy to see other amenities here, especially the butterfly garden, in addition to the existing flooded rink.
- The Nature Center – people like the concept presented, but there is need for better marketing/information surrounding this park
- City Hall/Children’s – most like its current state with moderate support for a game cart and potential trail connection to the south side of the garden.
- Big Woods – like signage improvements to help it feel like a public park – most people don’t realize that it is public.
- Heritage Park – Question the use of Bocce Ball/ lawn bowling here vs. elsewhere in the system and general use of this park. Most like the game tables idea.
- Post Office Park – leave as is, very few comments

### **Upcoming Engagement – Neighborhoods**

Following neighborhood engagement and online comments, Confluence will collect and analyze the feedback and provide our recommendations to the Park & Trail Board for discussion prior to finalizing the recommended plan document.

#### **Neighborhood Workshop in a Box**

- Discuss park concepts and overall map with neighborhoods
  - o Get community members to write (post-its) their reactions, ideas, etc.

- o Facilitators to photograph responses after meeting and send to Confluence. They will be incorporated into the larger feedback
  - o Distribute the online survey link to provide other residents unable to attend
- Confluence to provide materials – maps, engagement analysis, etc.

### **Other Ongoing Efforts**

PROS Consulting is looking at other Benchmark Communities, operations and maintenance, level of service, staffing, budgets, etc. A workshop with Wayzata staff will be scheduled in July to push this effort forward and assist PROS in completing their work.

Park plans will be synthesized and revised based on public and neighborhood feedback. Plans should be available for public review and feedback from the Board in late-August. The final plans will be available for review by the public at James J. Hill Days.

### **Next Steps for Board Members**

- We should continue to e-blast/ post on social media throughout the month – Approx. close date: \_\_August 11th\_\_
- ½ page handout/invite for stakeholder meetings – coordinate who will engage with the email list.
- Neighborhood Stakeholder meetings – July 30<sup>th</sup>, Augusts 1<sup>st</sup> and 2<sup>nd</sup>

SENT BY:

SIGNATURE

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NAME

Brad Aldrich

PARKS CIP

| Project Description                                                                      | Estimated<br>Year<br>Needed | Budget                 |
|------------------------------------------------------------------------------------------|-----------------------------|------------------------|
| <b>SURFACES:</b>                                                                         |                             |                        |
| Resurface Wayzata Middle School Tennis Courts (including replacement of Net Posts)       | 2020                        | \$ 39,400.00           |
| Reconstruction of Wayzata Middle School Tennis Courts (every 20 to 25 years)             | 2020                        | \$ 105,750.00          |
| Reconstruction of Bell Tennis Court (every 20 to 25 years)                               | 2029                        | \$ 122,800.00          |
| <b>Subtotal:</b>                                                                         |                             | <b>\$ 267,950.00</b>   |
| <b>PLAYGROUND EQUIPMENT &amp; MISC. PROJECTS:</b>                                        |                             |                        |
| Replace Klapprich Park Playground Equipment Built in 1995                                | 2020                        | \$ 143,565.00          |
| Replace Beach Playground Equipment (was replaced in 2006 & 2007)                         | 2021                        | \$ 82,500.00           |
| Replace Klapprich Park Hockey Boards                                                     | 2025                        | \$ 40,800.00           |
| <b>Subtotal:</b>                                                                         |                             | <b>\$ 266,865.00</b>   |
| <b>FORESTRY-TREE PLANTING, REMOVAL, &amp; MANAGEMENT:</b>                                |                             |                        |
| Bushaway Landscape Maintenance-2018                                                      | 2018                        | \$ 12,100.00           |
| Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2018       | 2018                        | \$ 63,600.00           |
| Bushaway Landscaping Maintenance-2019                                                    | 2019                        | \$ 12,500.00           |
| Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2019       | 2019                        | \$ 67,500.00           |
| Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2020       | 2020                        | \$ 71,600.00           |
| Planting, Removal, & Maintenance of City Trees (Including Est. EAB Management) 2021      | 2021                        | \$ 76,000.00           |
| Planting, Removal, & Maintenance of City Trees (Including Est. EAB Management) 2022      | 2022                        | \$ 80,600.00           |
| Planting, Removal, & Management of City Trees (including Est. EAB Management) 2023       | 2023                        | \$ 83,000.00           |
| <b>Subtotal:</b>                                                                         |                             | <b>\$ 466,900.00</b>   |
| <b>TRAILS PLAN:</b>                                                                      |                             |                        |
| Wayfinding Signs-Phase -3                                                                | 2018                        | \$ -                   |
| Wayfinding Signs-Phase -4 Park Signage                                                   | 2019                        | \$ 42,500.00           |
| Wayzata Boulevard - (US Bank Site to BP)                                                 | 2022                        | \$ 308,400.00          |
| <b>Subtotal:</b>                                                                         |                             | <b>\$ 350,900.00</b>   |
| <b>PARKS &amp; TRAILS BOARD PROJECTS:</b>                                                |                             |                        |
| Adirondack Seating for City Parks-2018                                                   | 2018                        | \$ 4,200.00            |
| Parks & Trails Master Plan (in City's Strategic Plan) (including Study of Nature Center) | 2018                        | \$ 54,600.00           |
| Platform Tennis Paddle Ball Courts (2) @ Klapprich Park                                  | 2018                        | \$ 125,000.00          |
| Sunday Concerts in the Park (Klapprich Park)                                             | 2018                        | \$ 6,200.00            |
| Adirondack Seating for City Parks-2019                                                   | 2019                        | \$ 4,300.00            |
| Sunday Concerts in the Park (Klapprich Park)                                             | 2019                        | \$ 6,200.00            |
| Marina Improvements-Seating & Fire Place-Phase-1                                         | 2021                        | \$ 12,000.00           |
| Marina/Shaver Park Improvements-Phase II                                                 | 2022                        | \$ 24,600.00           |
| Marina/Shaver Park Improvements-Phase III                                                | 2023                        | \$ 63,400.00           |
| <b>Subtotal:</b>                                                                         |                             | <b>\$ 300,500.00</b>   |
|                                                                                          |                             | <b>\$ 1,653,115.00</b> |

## LAKEFRONT CIP

**CAPITAL IMPROVEMENTS:**

|                                                                                 |      |               |
|---------------------------------------------------------------------------------|------|---------------|
| Wayfinding Signs-Phase -2                                                       | 2018 | \$ -          |
| Depot Docks (1996) -Replace Decking, lighgting, & Misc. as needed (Lake Effect) | 2018 | \$ 71,200.00  |
| Transient Boat Slips-In and Out Yearly-2018                                     | 2018 | \$ 10,600.00  |
| Docks (Additional)-Permanent @ Broadway                                         | 2019 | \$ 265,300.00 |
| Docks (Additional)-Permanent @ Depot                                            | 2019 | \$ 132,700.00 |
| Transient Boat Slips-In & Out Yearly-2019                                       | 2019 | \$ 10,900.00  |
| Broadway Docks (2000)-Replace Decking and Misc. as required including lighting  | 2020 | \$ 155,400.00 |
| Complete Replacement of Marina Docks & Decking; (Decking last replaced in 2012) | 2027 | \$ 313,100.00 |

**Subtotal:** \$ 959,200.00

**LMCD (Yearly Levy):**

**Subtotal:** \$ -

**Park and Trails Board Projects:**

|                                                                                   |      |              |
|-----------------------------------------------------------------------------------|------|--------------|
| Improve Depot Bathroom Facilities (Lake Effect)                                   | 2019 | \$ 11,300.00 |
| Lake Front Ice Skating-Just West of Lake Entrance from Beach During Winter Season | 2018 | \$ 1,100.00  |

**Subtotal:** \$ 12,400.00

\$ 971,600.00

MAINTENANCE CIP

**ParkImp-PARKS & STREETSCAPES:**

|                                         |      |       |
|-----------------------------------------|------|-------|
| Harmony Circle Fence Maintenance        | 2018 | 4,300 |
| Locust Hills Park-Identify Future Needs | 2022 | 8,100 |

**Subtotal:** 12,400.00

**ParkImp-FORESTRY-TREE PLANTING, REMOVAL, & MANAGEMENT:**

|                                                                 |      |       |
|-----------------------------------------------------------------|------|-------|
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2018 | 2018 | 4,800 |
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2019 | 2019 | 2,800 |
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2020 | 2020 | 5,100 |
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2021 | 2021 | 2,900 |
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2022 | 2022 | 5,400 |
| Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2023 | 2023 | 3,100 |

**Subtotal:** 24,100.00

**ParkImp-PARKS & TRAILS BOARD PROJECTS:**

|                                                                       |      |       |
|-----------------------------------------------------------------------|------|-------|
| Dakota & Luce Line Trails- Striping/Signage Between Trails along Path | 2018 | 4,152 |
| Plant Bare Root Trees in City Parks                                   | 2018 | 4,600 |
| Post Office Park-Repair Boardwalk Walkway                             | 2018 | 6,800 |
| Update Parks & Trails Brochure Including Printing                     | 2018 | 5,200 |
| 4th of July Boat Parade @Wayzata Depot                                | 2018 | 1,100 |
| 4th of July Boat Parade @Wayzata Depot                                | 2019 | 1,100 |

**Subtotal:** 22,952.00

**LakefrontCIP-CAPITAL IMPROVEMENTS:**

|                                                       |      |        |
|-------------------------------------------------------|------|--------|
| Dredging-Channel                                      | 2018 | 12,000 |
| Marina Maintenance / Minor Repairs / Landscaping-2018 | 2018 | 8,000  |
| Marina Maintenance / Minor Repairs / Landscaping-2019 | 2019 | 8,300  |
| Marina Maintenance / Minor Repairs / Landscaping-2020 | 2020 | 8,500  |
| Marina Maintenance / Minor Repairs / Landscaping-2021 | 2021 | 8,800  |
| Marina Maintenance / Minor Repairs / Landscaping-2022 | 2022 | 9,100  |
| Marina Maintenance / Minor Repairs / Landscaping-2023 | 2023 | 9,300  |
| Marina Maintenance / Minor Repairs / Landscaping-2024 | 2024 | 9,600  |
| Marina Maintenance / Minor Repairs / Landscaping-2025 | 2025 | 9,900  |
| Marina Maintenance / Minor Repairs / Landscaping-2026 | 2026 | 10,200 |

**Subtotal:** 93,700.00

MISCELLANEOUS  
PROJECTS

|                               |   |
|-------------------------------|---|
| Bocce Court Broom             | X |
| Benches At Bell Tennis Courts | X |
| Tire Swing at Klapprich Park  |   |
| Bike Rack at Little Beach     |   |
| Picnic Tables at beach        |   |