



Wayzata Parks and Trails Board Meeting Agenda

Wednesday, January 15, 2014
7:00 pm

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

1. **Call to Order, Roll Call, and Approval of December 16, 2013 Meeting Minutes**
 - a. Approval of Agenda
 - b. Welcome of new Board member, Holly Evans, and the reappointment of Sarah Randolph to a three year term.
2. **Old Business**
 - a. Discussion and summary of December 17th CIP Workshop with City Council.
 - b. Update on Beach House Food Service Project.
 - c. Report from Website subcommittee, Babcock and Cunningham.
3. **New Business**
 - a. Appointment of Chair person/Vice Chair/Other for 2014.
 - b. Brochure Discussion
 - c. Private Funding Process
4. **Adjourn**

Parks & Trails Board
December 16, 2013
Wayzata City Hall
Rice Street East

I. Call to order / Roll call

Meeting was called to order by Chairman Baasen at 5:00 PM.

Present: Dan Baasen, Merrily Borg Babcock, Joanie Cunningham, Sarah Randolph, Dick Himes (5:50), and Dave Dudinsky – staff liason.

Approval of Nov. 20th meeting minutes accepted by motion to approve as corrected by Sarah Randolph with 2nd by Joanie Cunningham. Vote was 4-0.

II. Approval of Agenda

Baasen reviewed purpose of meeting to review priorities and prepare to present to city council at workshop on December 17th at 6:00 pm. All Board members are encouraged to attend, however, we will have one presenter and additional comments forwarded through Chair Baasen. Moved by Sarah Randolph and seconded by Merrily Babcock to approve. Vote was 4-0 to approve.

III. Preparation for 12/17 Workshop

Dave Dudinsky presented a summary of all recommendations with cost estimates. He explained process of CIP allocation and assignment. Lakefront fund comes from boat slip rentals at the marina and the general fund. Park & Trails fund is funded from park dedication fees and can be enhanced from the general fund.

We summarized and agreed on 13 (thirteen) priorities to be presented to Council and further discussed cost estimates and clarified intent as to what each priority entailed. Please refer to summary attachment A. Baasen clarified for Board that we would be answering questions from City Council.

Dick Himes repeated his concert that park item outdoor exercise equipment be centralized at one location, and adult playground. Baasen again stated that

ultimately the intent was to distribute equipment throughout the Park & Trail system but was ok with starting with one location.

While discussing Beach H-Dock, Dudinsky expressed concern about lifeguard requirements should we add the H-Dock. Baasen emphasized the purpose of the H-Dock was safety.

Beach Bathhouse Concession stand proposal was discussed with alternative to McCormick proposal having the city doing the upgrades giving the city more flexibility.

Dick Himes added suggestion that CIP presentation to council should reflect project location, justification, who benefits, as well as estimated cost. It was agreed that was appropriate.

Everyone was comfortable with Priority Presentation after clarification.

There was a discussion after Chair Baasen presented a review of 2013 P&T Board actions and initiatives. Baasen stated that after some early disfunctionality that the Board has a successful year and accomplished several goals. He indicated that the Board was well positioned for 2014 and will see more clearly what real progress was made toward improving Wayzata's parks and trails.

Dick Himes announced his intent to leave the Board prior to fulfilling his term. He indicated "personal reasons" and a projected travel schedule that would limit his participation. Baasen thanked Dick for everything he had brought to the Board throughout 2013 and for his wise counsel on improving functionality of P&T Board.

Meeting times were discussed and tabled to January for resolution.

Motion to adjourn at 6:55 pm.

Summary Attachment A

CITY COUNCIL CIP WORKSHOP FOR PARKS AND TRAILS 2014

PARK	PROJECT	\$	JUSTIFICATION	WHO BENEFITS
CIP LAKEFRONT				
BEACH	DRINKING FOUNTAIN	\$2,000	HEALTH	BEACH USERS & TRAIL USERS ALL CITIZENS
	H-DOCK	\$50,000	SAFETY; CHILDREN/ADLTS	LAP SWIMMERS/ TEENS/ CHILDREN
	Non BSU RELATED			
DEPOT	DRINKING FOUNTAIN	\$2,000	HEALTH/VISITOR SUPPORT	ALL EVENTS/CHARTERS VISITORS
	ADIRONDAK CHAIRS (5)	\$2,000	ADDITIONAL SEATING/DESTINATION	VISITORS/EVENTS CITIZENS

CITY COUNCIL CIP WORKSHOP FOR PARKS AND TRAILS 2014

PARK	PROJECT	\$	JUSTIFICATION	WHO BENEFITS
CIP PARKS				
SHAVER	OUTDOOR EXERCISING STATIONS 4-5 DEVICES PLUS PREPARATION/ ADULT PLAYGROUND	\$25,000	HEALTH CITY PERSONNA	ALL CITIZENS & VISITORS SEEKING BPC
	ADD FIREPLACE AND SHELTER \$50-100m		GATHERING SPOT	SENIORS/FAMILIES/TNS
POST OFF PARK	REPLACE BOARDWALK WKWY	\$1,500	SAFETY	ALL VISITORS/CITY
KLAPPERICH	DOG PARK (OFF LEASH) Low cost big benefit successful in neighboring cities	\$3,000	DOG COMMUNITY	YOUNG ADULTS/KIDS
DAKOTA	SIGNAGE (DIRECTIONAL&STRIPING)	\$2,000	SAFETY /CONNECTION	VISITORS BUSINESS
HERITAGE PK	FORSYTHIA PLANTING ON SW	\$500	MESS	RESIDENTS
MISC	CREATE BROCHURE FOR P & T	\$3,000	PARK AWARENESS	RESIDENTS/VISITORS
	Parks are gathering spots for citizens. Allows families to plan outings. Not everyone WB			
	PROVIDE ADDITIONAL DISP FOR DOG CLEANUP (10)	\$1,500	CLEANUP IMP	EVERYONE

MAJOR IMPACT ON WAYZATA & ITS PARKS & TRAILS 10 ITEMS \$17,500-\$20,000

MAJOR ITEMS/STEP FORWARD CONSISTENT W/LAKE EFFECT 3 ITEMS \$125-\$175,000 (H-DOCK/FIREPLC
OUTDOOR EXC)

Summary Attachment A1

For 12/17/13 CC Workshop

PARKS AND TRAILS BOARD
FOR DECEMBER 16th, 2013 MEETING

PROJECT	C.I.P. Fund	Proj. Sponsors	Project Comments	Cost Est.	
	Lakefront				
	Parks				
BEACH					
Bike Racks		Dick		\$ 250.00	Ea.
Drinking Fountain	Lakefront C.I.P.	Dick-Sarah	Water Fountain-No cooler/north side of beach house?	\$ 2,000.00	
Add "H" dock with swimming raft to beach area	Lakefront C.I.P.	Dan-Merrily	100 Feet x 100 Feet	\$ 55,144.00	
Add fireplace or fire pit gathering area to beach or Shaver Park					
Reconfigure facility to provide Vendor Food and Beverage Service	Lakefront C.I.P.	Joanie-Sarah	See if can make Lifeguard-Maint. Rm available for food vendor	\$ 5,000.00	
DEPOT					
Bike Racks		Dick	DONE		
Drinking Fountain	Lakefront C.I.P.	Dick-Sarah	Water Fountain-No cooler/Where?	\$ 2,000.00	
Improve Bathroom Solutions					
Additional seating areas					
Add picnic tables					
Add benches					
Add Adirondack chairs	Lakefront C.I.P.	Merrily-Joanie-Sarah	5 Adirondack chairs	\$ 2,000.00	
Repair decking from city dock (Depot) to Boatworks launch ramp			DONE		
Replace boardwalk from Depot to beach			DONE		
Music or dancing pavilion					
Improve public biffy					
SHAVER PARK					
Bike Racks				\$ 250.00	
Strategic drinking fountain placement					
Outdoor exercising equipment space and consider in other parks too	Parks C.I.P.	Dan-Dick	Try 4-5 different devices	\$ 25,000.00	
Add Grills				\$ 400.00	Ea.
Add picnic tables					
Replace volleyball court and net				\$ 80.00	
Add Fireplace all season gathering spot at Beach or Shaver Park	Parks C.I.P.	Dan-Sarah-Merrily	Need more information: Range from 50,000 to 125,000	\$ 100,000.00	

PROJECT	C.I.P. Fund		Proj. Sponsors	Project Comments	Cost Est.	
	Lakefront					
	Parks					
POST OFFICE POCKET PARK						
Replace Boardwalk walkway	Parks C.I.P.	Dan-Dick	16,000 to replace In Kind in 2016-Just make repairs for 2014	\$	1,500.00	
Plant spring bulbs				\$	100.00	
BELL COURTS						
Drinking Fountain						
Add Chairs on deck						
Provide additional lighting						
Add screened in porch						
KLAPPRICH FIELD						
Add ornamental trees to South side and keep hill open for safe sledding						
Replace sand in the dips						
Dog Park (Off Leash)	Parks C.I.P.	Merrily-Sarah	20'x20' Tent inside hockey boards-take down for winter	\$	3,000.00	
DAKOTA TRAIL						
Drinking Fountain						
Directional signage	Parks C.I.P.	Dick-Joanie	Signage-Luce Line to Dakota Trail & stripping of bike path	\$	2,000.00	
Fence off ugly lift station						

PROJECT	Proj. Sponsors		Project Comments	Cost Est.	
	C.I.P. Fund				
	Lakefront				
	Parks				
HERITAGE PARK					
Add cement game tables					
Heritage Park - Add Forsythia to west hill	Parks C.I.P.	Merrily-Joanie	For Materials Only	\$ 500.00	
ADDITIONAL					
Create Parks Brochure	Parks C.I.P.			\$ 3,000.00	
Bike Racks throughout the City					
Drinking Fountains throughout the City					
Provide dog clean-up dispensers and receptacles in our various parks	Parks C.I.P.	Dan-Dick	Add 10 total for 2014-include replacement bags in estimate	\$ 1,500.00	
Trash Containers Strategically around City		Joanie-Sarah			
Outdoor exercising stations throughout City Parks					
Boardwalk from Eastman La to Village Shops		Merrily-Joanie	Bring Aerial to Board Meeting to get clear understanding		
East City Entrance needs to provide for pleasing, welcoming entrance "park like environment"		Joanie	Bring Aerial to Board Meeting to get clear understanding		
Need awareness for our parks					
General needs for maintenance and improvement in most parks					
Big Woods signage (history, wildlife to observe) & trail, nature Center, broadcast seed for birds		Merrily	Wayfinding Signage within Big Woods		
Coordinate tree planting and replacement program where City would sell trees to residents to plant.			Staff visited with City of Plymouth and can use their tree purchasing program if we wish!		

City of Wayzata
Capital Improvement Plan Summary
Parks Trails Improvement Fund

Details Improvement Fund Capital Project Summary Table (Fund #404)

Parks and Trails Improvement Fund Capital Project Summary Table (Fund #404)																			
Project Description	Project Costs			Type of Project		Other Sources							Financing Source		Notes				
	Estimated Year Needed	Current Project Cost	Dollars Spent to Date	Total Cost (with Estimate)	New	Maintenance	Status	Parks and Trails Improvement Fund	State	County	Bonds	Development	Misc.	TRF		Special Assessment	Total Other Sources	Fully Financed?	
BUILDINGS:																			
SURFACES:																			
2013 2013 2015 2019 2029	Weybridge Sports Phase 3 Eastman Lane Sidewalk/Trail Improvements Weybridge Sports Phase 3 Weybridge Sports Phase 3 Weybridge Sports Phase 3	6,000 32,660 3,730 171,860 76,491	- - 3,730 - 76,491	6,000 32,660 33,000 205,300 122,800	- - - - -	- - - - -	Ongoing Ongoing Ongoing Ongoing Ongoing	- - - - -	6,000 16,500 10,600 102,650 122,800	- - - - -	- - - - -	- - - - -	- 16,500 - 102,650 -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Subtotal:																			
300,969.97 3,730.00 297,239.97 377,793.00 0.00 377,793.00 0.00 119,160.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 119,160.00																			
PARKS & STREETS/SCAPES:																			
2013 2013 2022	Midbrook Landscape Partnership w/NOOT Midbrook Landscape Partnership w/NOOT Midbrook Landscape Partnership w/NOOT	125,345 26,623 6,139	93,866 26,623 6,139	31,479 8,100 -	31,500 8,100 -	- - -	Ongoing Ongoing Ongoing	- - -	7,538 8,100 -	17,593 - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -
Subtotal:																			
164,107.05 130,488.75 37,618.32 39,600.00 31,500.00 8,100.00 0.00 6,369.30 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 23,962.05																			
PLAYGROUND EQUIPMENT & MISC. PROJECTS:																			
2016 2020 2021	Replace Knappton Park Playground Equipment Replace Knappton Park Playground Equipment Replace Knappton Park Playground Equipment	74,593 38,467 65,073	- - -	74,593 38,467 65,073	78,600 90,700 82,500	- - -	Ongoing Ongoing Ongoing	- - -	78,600 90,700 82,500	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -
Subtotal:																			
213,033.05 0.00 213,033.05 252,000.00 0.00 252,000.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00																			
TREE REMOVAL & PRAIRIE MAINT:																			
2013 2013 2014 2015 2015 2016 2016 2017 2017 2018	Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area Prune Maint. of City Hall, M8 St. & Road Masters Area	20,600 9,574 36,218 21,218 9,574 21,218 9,574 21,218 21,218 9,574	- - - - - - - - - -	20,600 9,574 36,218 21,218 9,574 21,218 9,574 21,218 21,218 9,574	20,600 9,600 37,400 9,600 21,200 10,200 23,200 10,500 23,900 24,600 11,100	- - - - - - - - - -	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -	
Subtotal:																			
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TRAILS PLAN:																			
2013 2014 2015 2020	Weybridge Sports Phase 3 Eastman Lane Sidewalk/Trail Improvements Weybridge Sports Phase 3 Weybridge Sports Phase 3	89,964 249,948 35,540 236,344	- - - -	89,964 249,948 35,540 236,344	90,000 257,500 37,800 260,700	- - - -	Ongoing Ongoing Ongoing Ongoing	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	
Subtotal:																			
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PARKS & TRAILS BOARD PROJECT RECOMMENDATIONS:																			
2014 2014 2014 2014 2014 2014 2014	Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment Shaver Park Outdoor Exercise Equipment	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -	- - - - - - -
Subtotal:																			
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UNALLOCATED EXPENDITURES:																			
Subtotal:																			
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TOTAL:																			
1,433,613.27 124,218.75 1,358,974.54 1,559,760.00 797,500.00 832,500.00 1,336,637.35 17,592.75 0.00 125,519.30 90,000.00 0.00 233,112.05																			

1. 1995 Land Subdivision contributions - David Carlson \$100,000 & Ron Clark \$42,000
2. 2001 Land Subdivision contributions - Hammer site \$34,000 & Kaminsky \$4,500
3. 2000 Local Hills \$167,850
4. 2000 Local Hills \$167,850
5. 2000 Local Hills \$167,850
6. 2000 Fendalco West \$27,000; Local Hills \$5,500
7. 2010 Local Hills \$0,0550; Levy Bros. \$3,000
8. 2011 Local Hills \$17,100; Weybridge Enrichment Wood \$20,000; Custom Home Builders (Manteloh) \$5,000 & \$47,000 Tree Inc.

1. This Capital Improvement Plan funds the major maintenance costs of the City's marina, a lakefront property as well as the City's contribution to the Lake Minnesota Conservation District (LMCD).
2. The major revenue source is generated by the net profit from the City's marina and fees for charter boats using the Dock Docks.
3. Operating costs for the marina, docks and the City's lakefront property is funded primarily by property taxes and paid out of the Parks Department budget in the General Fund.

Summary ATTACHMENT B

CITY OF WAYZATA PARKS & TRAILS BOARD

2013 REVIEW

LAUNCH:

JANUARY 2013 CREATED BY CITY COUNCIL FROM RECOMMENDATION OF PARKS & TRAILS TASK FORCE

ORGANIZATION:

DANIEL BAASEN, CHAIR

MERRILY BORG BABCOCK, VICE CHAIR

DICK HIMES

JOANIE CUNNINGHAM

SARAH RANDOLPH

MISSION DEFINED:

PROVIDE RECOMMENDATIONS TO THE CITY COUNCIL FOR THE PRESERVATION, PROTECTION, ENHANCEMENT AND PROMOTION OF A HEALTHY PARK & TRAIL SYSTEM FOR ALL COMMUNITY MEMBERS AND VISITORS

PRIORITY:

GREATER PARK & TRAIL UTILIZATION BY CHILDREN/SENIORS/FAMILIES/ADULTS/TEENS

FOCUS:

AWARENESS; WEBSITE EXPANSION AND DESIGN, BROCHURE DESIGN AND COMPLETION

SAFETY:

STREET, TRAILS, PARKS, BEACHES

CONNECTION:

VOLUNTEER OPPORTUNITIES, EVENTS, SIGNAGE (LOCATION & DIRECTIONAL)

CLEANUP:

BRUSH, BUCKTHORN, DOGS AND PETS

GENERAL MAINTENANCE:

SMALL PROJECTS AND AFFORDABLE IMPROVEMENTS (REPAIRS, REPLACEMENT)

CAPITAL:

WE LEARNED THE EXTENSIVE PROCESS FOR IMPROVEMENTS REQUIRING CAPITAL. INCLUDES SOURCES OF FUNDING, GENERAL FUNDS, PARKS FUNDS AND LAKE FRONT FUNDS.

PRIORITY LIST:

WE WERE INVOLVED WITH EAST BUFFER ZONE LANDSCAPE PLANNING, PARK VISITATION AND IMPROVED AWARENESS, EXPANDING KNOWLEDGE OF FUNDING ALTERNATIVES INCLUDING GRANTS AND AWARDS

WE HAVE A BETTER UNDERSTANDING OF OUR ROLL AND PROCESS AND HAVE IMPROVED OUR MEETING STRUCTURE

WE HAVE FOCUSED ON HIGH PRIORITY PARKS AT SHAVER PARK, CITY BEACH, DEPOT AND THE DAKOTA TRAIL