Wayzata Parks and Trails Board
Meeting Agenda

Wednesday, October 16, 2013
7:00 pm

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

1. **Call to Order, Roll Call, and Approval of September 18, 2013 Meeting Minutes**
   a. **Approval of Agenda**

2. **Old Business**
   a. **Review of priorities for Parks & Trails improvement recommendations...and Finalize**
   b. **Updates from Dave Dudinsky on cost estimates for August recommendations to City Council to determine cost impact with respect to projected CIP allocation**
   c. **Website continued review of additional cities. Formulate recommendations to web design as relates to Parks & Trails information and access**

3. **New Business**
   a. **Brochure design plan**
   b. **Coordinate workshop with City Manager, Public Service Director, and City Planner**
   c. **Resolve process for recording minutes in the future**
   d. **The Wayzata Foundation**
   e. **Additional issues**

4. **Adjourn**

PARKS AND TRAILS BOARD
MEETING MINUTES
Wednesday, September 18, 2013
Wayzata City Hall, 600 Rice Street East

1. CALL TO ORDER / ROLL CALL:

Meeting was call to order by Chair Dan Baasen at 7:00 p.m.
Present: Dan Baasen, Merrily Borg Babcock, Joanie Cunningham, and Dick Himes
Absent: Sarah Randolph.
Staff present: Director of Public Services Dave Dudinsky.
Guests present: None

APPROVAL OF MEETING MINUTES:

- Approved with no additions or corrections.

Cunningham moved, seconded by Himes, to approve the August 21, 2013, meeting minutes as presented. Approved unanimously.

APPROVAL OF AGENDA:

- Approved with the following changes:

Babcock added that she would like to go forward with recording the meeting minutes and having them transcribed by staff or by an agency that will transcribe them in to a hard copy. Himes said he also supports that. He said there is a hardship for the board member to take minutes and it is disruptive.

Himes moved, seconded by Babcock, to have the City handle the official minutes for this meeting either by a recorder and then transcribing or by having someone here but it is the City's responsibility to make official minutes available from the meeting since it is a public meeting. Baasen amended the motion to include that the minutes would be available within a short period of time, within one week of the meeting. Himes said he certainly agrees the minutes should be available as soon as transcribed. Approved unanimously.

2. OLD BUSINESS:

a. Revised Priority List for CIP and Maintenance Budgets

- Baasen said there will be corrections coming forward as they understand the cost documents. The priorities can be revisited then. The Board talked about looking at the priority list at every meeting and said this is an ongoing list.

b. Additional Park Visitations

- The Board discussed the importance of a porta potty in the depot. Babcock said they need to look at the big picture to see where else bathrooms are needed.
- The Board discussed the Maple Square Bridge, which is a street at the end of Minnetonka over 394. Borg Babcock commented on calling public works to clean up and the preventive maintenance. Baasen discussed the accident pedestrian area on Ferndale going up the hill. The posted speed limit is 30 mph. The Board thought a bike lane should be put in.
- Cunningham suggested having trashcans strategically placed.

c. Priority Pricing

i. H-Dock and Raft at City Beach
ii. Fireplace or Fire Pit at City Beach or Shaver Park

iii. Drinking Fountain Alternatives

- Baasen commented on the floating dock and said there are 3 pieces of material that are each 100 feet long.
- The Board talked about having a fireplace as a gathering place. The preference was to cross out fire pit and add fireplace.
- It was recommended to ask the City for priority pricing and have a workshop with the City staff.
- A food cart with food and drink is a high priority. The Board also discussed having a drinking fountain and a hot dog stand. Babcock said she has some samples and information on drinking fountains. It was noted that Dave is supposed to be researching drinking fountains and come up with numbers.

Following discussion, Baasen proposed in the next 60 days either in October or November there be a workshop session with City staff including the City Manager and Dave Dudinsky and the City Planner to see where they are with the capital projects budget and to get some of these things more concrete so they can move forward. The process also needs to be discussed.

Babcock questioned if they should specify what they would like prices on. Himes suggested having a workshop with Dave before the meeting. The consensus was to have the process and then the pricing.

d. Post Office Boards

- Dudinsky provided follow up from the last meeting. He said he walked around the park and talked to an employee at public works who mentioned putting in new boards. He commented on putting in a more permanent maintenance free material and nothing was found. Babcock said she will call. Dudinsky noted his task was to find a safe sidewalk out of a different material but cannot find any restrictions or conditions. Babcock said she went to the archives of meeting minutes. Baasen questioned the prices if the City is going to do that or if the Daytons are going to do it. Questions arose to if there was outside funding. The Board commented on having the public works group provide costs. Babcock commented on the roots and concrete breaking.

3. NEW BUSINESS:

a. Website Review of Select Cities Park & Trail Highlights and Awareness

- Baasen said Wayzata is going to be redesigning the City website. He suggested keeping track of other city's websites and what they liked with the parks and trails.
- Babcock said she looked at Eden Prairie's and liked the overview and large photos. She said it was easy to read and Google Eden Prairie parks. Babcock said she also likes Excelsior's, which promotes the Three Rivers Park District. She said she also looked at Mound's and found that parks falls under the department tab. Minnetonka, she thought, had a poor site. Babcock said maps are very important. She thinks Minneapolis has an excellent site with great maps and photographs. She suggested having a photo contest.
- Baasen said Eden Prairie's website mapped it well and talked about voluntary programs and contributions.
- Himes said he looked at smaller communities. He commented on Eden Prairie's and said he likes the idea of putting in the amenities you want. He noted the company is Vision Internet. The interactive tools are a separate piece of software.

- Cunningham said she liked Eden Prairie's but also she went outside Minnesota. The other one that stuck out was Aspen, Colorado. She said Vail has good content and another one was Sante Fe, New Mexico.
- Baasen commented on Bloomington's website. He clarified what they want to see is:
    - Easy access to parks and trails
    - Map and photographs to locate the parks in the area and find the features
    - Amenities of the parks
    - Events and ways to contribute
    - Locater
- The Board discussed striving for the newest model.

Following discussion, it was the consensus to look at Eden Prairie and Bloomington. Baasen said they will continue to do research and address this at the next meeting.

- The Board discussed having a photographic contest. The need for a brochure was also talked about and sharing brochures from other communities. Cunningham said she is not going to look at a brochure, she would go to a website.

AGENDA FOR OCTOBER

- Look at Aspen, Sante Fe, Minneapolis, Eden Prairie and Bloomington's websites.
- Finalize alternatives for defining process, which will come out of the workshop that needs to be set up.
- Pricing at the next meeting.
- Brochures

OTHER ITEMS:

Babcock commented on the cottonwood tree that was 100 inches in diameter and the Trapper's cabin.

4. ADJOURN:

Babcock moved, seconded by Himes, to adjourn at 8:50 p.m. Approved unanimously.