



WAYZATA PARKS AND TRAILS BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Wednesday, September 20, 2023

6:30 PM

- 1. Call to Order and Roll Call**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - a. August 16, 2023 Parks and Trails Board Meeting Minutes
- 4. Public Comments**
- 5. Old Business**
 - a. Klapprich Park City Council Review & Next Steps
- 6. New Business**
 - a. Wayzata Community Ed Summer Review & Winter Activity Discussion
 - b. Post Office Park Bulb Planting
 - c. Sunday Music in the Park Recap
- 7. Other Business**
 - a. Communications Recap
 - b. Staff Updates
 - c. Future Agenda Items
- 8. Adjourn**
 - a. Next Meeting - October 18

Members of the Parks & Trails Board and some staff may gather at 6Smith immediately after the meeting or a purely social event. All members of the public are welcome.



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 3.a
TITLE: August 16, 2023 Parks and Trails Board Meeting Minutes	
PROPOSED MOTION: Approve the August 16, 2023 Parks and Trails Board Meeting Minutes	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

To Approve the August 16, 2023 Parks and Trails Board Meeting Minutes

FINANCIAL OR BUDGET CONSIDERATION:

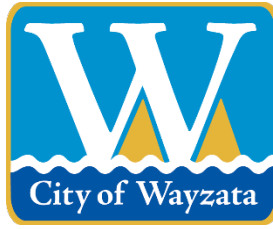
N/A

BACKGROUND:

N/A

ATTACHMENTS:

1. 8-16-23_P&T Draft Board Minutes



Parks and Trails Board Meeting Minutes

Wednesday, August 16, 2023
Wayzata City Hall Community Room

Attendees: Chair Tory Schalkle, Sarah Randolph, Sarah Showalter, Graciela Gonzalez, and Merrily Borg Babcock

Staff: Parks Planner, Nick Kieser

1. Call to Order and Roll Call: Meeting was called to order at 6:32 PM by Chair Schalkle.

2. Approval of Agenda: The Board proposed the following additions to the agenda:

- Revenue Generating Idea
- Skating Rick at Reno Pond Discussion
- Post Office Bulb Planting
- Winter Activities
- Pickleball Court Discussion
- Great River Greening Grant

A motion to approve the amended agenda was made by Chair Schalkle, seconded by Showalter.
Approved 5-0.

3. Approval of Minutes: A motion to approve the minutes was made by Chair Schalkle, seconded by Randolph. Approved 5-0.

4. Public Comments: No public comments.

5. Old Business:

- a. Klapprich Park Design Development Discussion:** Planner Kieser reviewed the updated Klapprich Park concept plan that WSB put together. Kieser noted that if there are any updates the Board wanted on the plans WSB will incorporate those into the plans in preparation for the September 5 City Council workshop. At the workshop, the Council will review the concept plans and provide comments on the plans.

The Board had the following comments/proposed updates to the plans:

- Create a landscaped buffer in between the parking lot and outdoor plaza.
- Put in more picnic tables at the existing playground area so it represents the existing footprint better.
- The Board brought up the idea of having an underground cooling system under the sidewalk loop. This could still allow a flexible open lawn area, but also allow for a skating loop that would be open for additional time during the winter.

Staff will work with WSB to make these changes to the plans for the September 5 Council workshop. The Board can review the comments made by the Council on the concept plans at the next P&T Board meeting.

- b. **Review Updates to 2023-2032 CIP:** Staff reviewed the updated CIP which incorporated the Board's comments from the last review. The Board did not have any further comments or additional updates on the CIP.

6. New Business

- a. **Sunday Music in the Park Recap:** The Board noted that Ipso Facto and Westwind Swing Band were the two concerts already planned in August. The Westwind Swing Band concert had to be cancelled due to the weather. The Ipso Facto concert also had rain at 4:30 pm, but the rain started to subside so the band starting playing at 5:00 pm.

The two remaining concerts in August are Ditchweed from Power Balladz and Salsa Del Soul.

- b. **Revenue Generating Idea:** An idea was brought up by the Board that rental boats could be placed in the new dock system to create revenue for the City and add an additional amenity to residents and visitors. A similar system to Excelsior's Duffy Boats could be explored. Staff will plan to reach out to Duffy Boats to discuss this idea further and also look back to see how much revenue Duffy Boats bring to Excelsior.
- c. **Skating Rink at Reno Street Pond:** Board Member Babcock brought up the idea for a skating rink at the Reno Street pond. Ideally, staff could help clear the first snowfall at Reno Street pond, create a path through the snow to the skating area, and place benches at this location. Staff will discuss this idea with the Public Works staff and provide an update.
- d. **Post Office Park Bulb Planting:** Board Member Babcock noted that she is still looking for volunteers from the Board to help plant bulbs at the Post Office Park in mid-late October and showed a pamphlet of bulbs that were ordered. Any interested Board Members can contact Babcock.
- e. **Winter Activities:** The Board discussed potential winter activity ideas for this winter. The Board noted that they would still like to hold a Family Skate Day. Any additional activities could be discussed with Wayzata Community Ed to add to their work scope. The ideas noted by the Board that could be discussed with Community Ed were:
 - Skating Lessons
 - Dog Racing
 - Maple Tree Tapping
 - "Sauna Party"
 - Ice Sculptures/Snow Art
 - Broomball
 - Snowshoeing
- f. **Pickleball Court Discussion:** The Board brought up the idea of potentially creating a membership style open play for the future pickleball courts at Bell Courts. Woodbury has membership play for some of their pickleball courts where residents can pay to play during a

dedicated time at the courts. This could also bring in additional revenue to the City. Staff will reach out to Woodbury to learn more about their system and to discuss if this is a good fit for Wayzata.

- g. **Great River Greening Grant:** Board Member Babcock asked about the status of the Great River Greening Grant for the Nature Center clean-up. Staff noted that the grant award would not be known until approximately July, 2024. Great River Greening will keep us updated on the grant status when it gets closer to that month.

7. Other Business

- a. **Staff update:** Staff provided updates on the following items:

- **Middle School Tennis Courts** – The Middle School tennis courts reconstruction project will start construction in early September. Temporary lines will be in place this fall, and permanent striping will occur in the spring of 2024. Staff will continue to provide updates on this project.
- **Beach Drainage** – Staff noted that they met to discuss the beach drainage issue with the sprayway equipment. The plan is to extend the drain tile to main drainage problem areas in the fall when the beach is less used.
- **Picnic Tables/Adirondack Chairs** – The Public Works staff put together a comprehensive list of the number and location of the picnic tables and chairs around Wayzata. The Board decided that it would be worth purchasing additional chairs and tables. Staff will work to order these additional chairs and tables.
- **Tobacco/Cannabis in Parks** – Staff noted that the legalization of recreational use of cannabis became effective on August 1, 2023. The City Council reviewed a new Ordinance on August 8 that prohibits both cannabis and tobacco use in public spaces. The Council approved the first reading of that Ordinance so the second reading will be at an upcoming Council meeting for final approval.

- 8. **Adjourn:** The meeting was adjourned at 8:32 pm. The next meeting is scheduled for Wednesday, September 20 at 6:30 pm.



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 5.a
TITLE: Klapprich Park City Council Review & Next Steps	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

The City Council discussed the proposed Klapprich Park concept plans at the September 5 workshop. From that discussion, the Council had the following comments/questions:

- The Council talked at length about the option for an underground cooling system under the sidewalk loop and noted that the cost and impact of the system would not be worth the benefits provided.
- Review the location of the drinking fountain in the Bell Courts cabana. There could be a better location for this amenity.
- Determine if a screened porch is the best option for the cabana or if that area should continue to be open.
- Are there different material options for the sidewalk loop instead of pavement? Compressed gravel could be an option to review.
- Determine if there are any other options to utilize the existing playground pads instead of a picnic area.
- Review the plans with other Boards and Commissions, like the Energy and Environment Committee.

Overall, the Council was pleased with the direction of the concept plans and would like to review more detailed plans once they are available. Council also noted the proposed schedule was optimistic so they are aware this process could take longer than noted.

The P&T Board can discuss any potential changes to the plans from the Council comments and the next step would be to start the final design process, but the goal is to bring final design plans to the City Council for review this winter. The consultants will start this process and bring items for discussion to the next P&T Board meeting.

ATTACHMENTS:

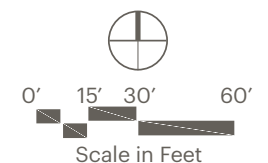
1. Klapprich Park Concept Plan
2. Existing Warming House Floor Plan (with Dimensions)
3. Warming House Floor Plan - Option A
4. Bell Courts Pavilion Renovation - Schematic Design Package



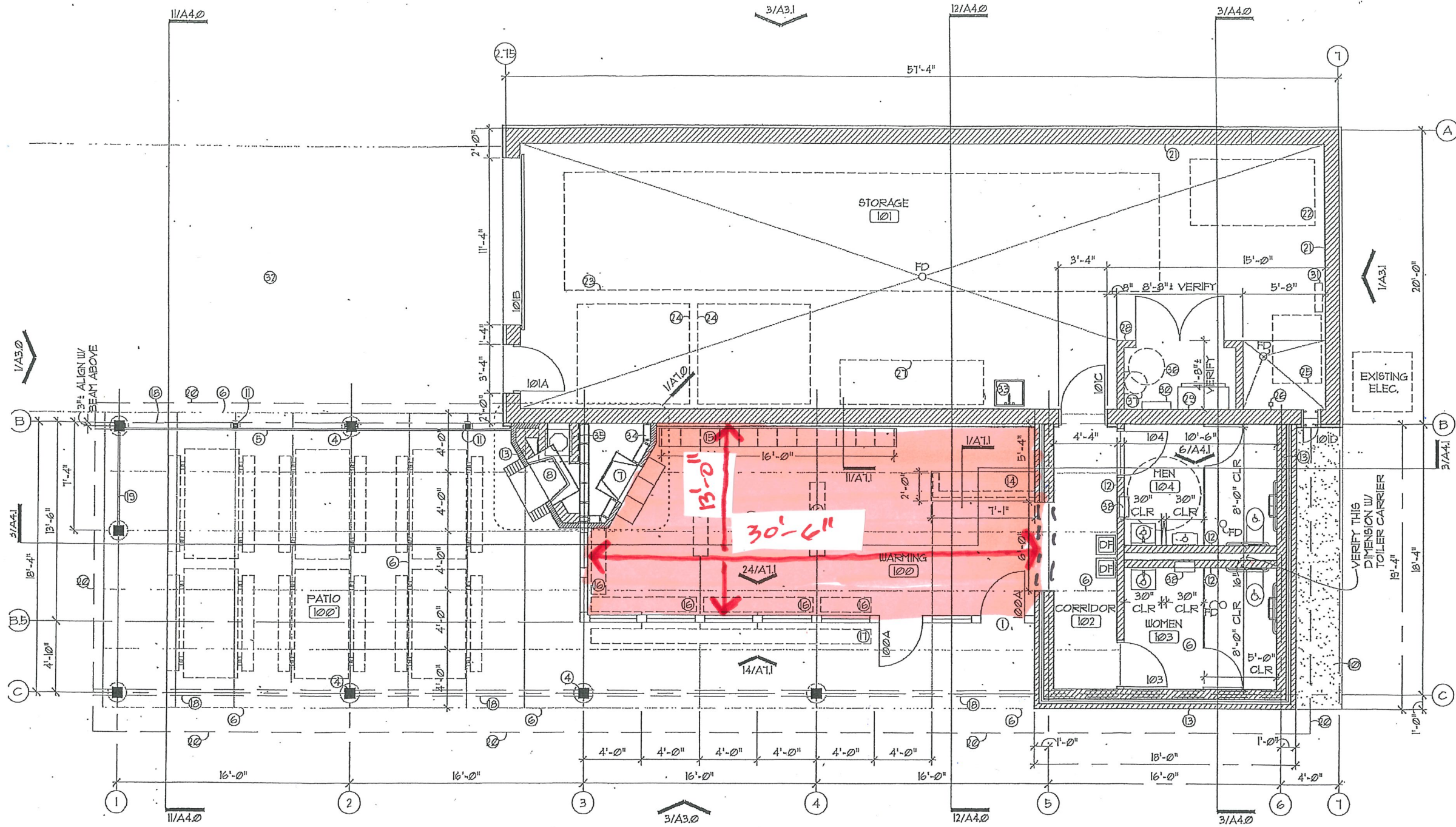
Klapprich Park | Final Concept Plan

Wayzata, MN

August 23, 2023 | WSB Project number: 022538-000

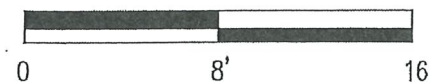


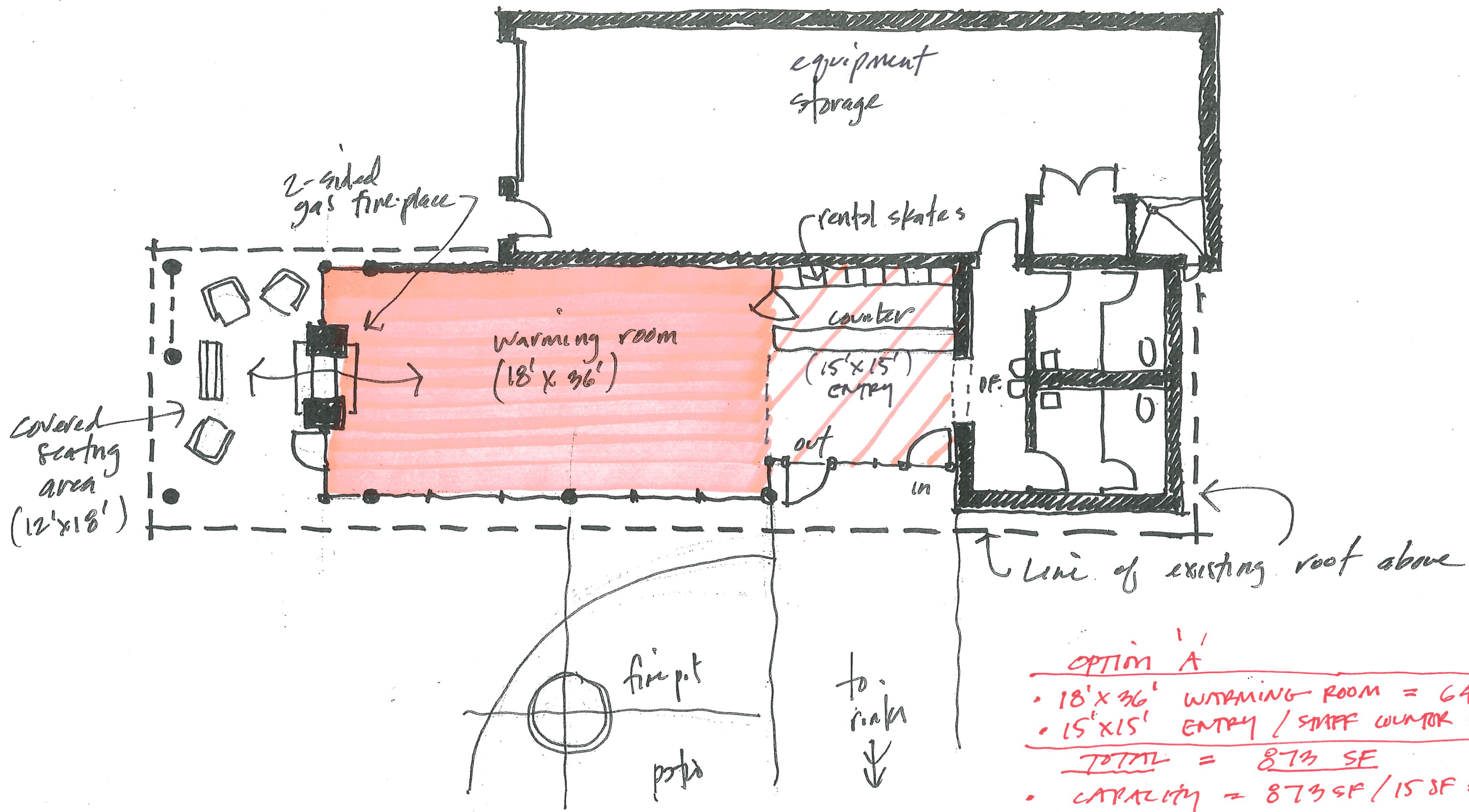
wsb



- EXISTING WARMING SPACE
- 13'-0" x 30'-6" = 396 SF.
 - CAPACITY = 396 SF / 15 SF/OCCUPANT = 26-30 OCCUPANTS.

WARMING HOUSE BUILDING - EXISTING FLOOR PLAN
KLAPPRICH PARK - WAYZATA, MN





OPTION A

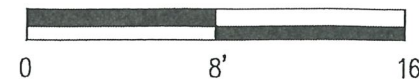
- 18' x 36' WARMING ROOM = 648 SF
- 15' x 15' ENTRY / STAFF COUNTER = 225 SF

TOTAL = 873 SF

- CAPACITY = 873 SF / 15 SF = 58-64 OCCUPANTS.

WARMING HOUSE BUILDING - **OPTION "A" FLOOR PLAN**
KLAPPRICH PARK - WAYZATA, MN

5.31.2023



HAGEN, CHRISTENSEN & MOILWAIN
ARCHITECTS

PAVILION RENOVATION
BELL COURTS - WAYZATA, MN.

DRAWING INDEX

- TITLE COVER AND DRAWING INDEX
- EXISTING FLOOR PLAN (for reference)
- FLOOR PLAN
- EXTERIOR ELEVATIONS

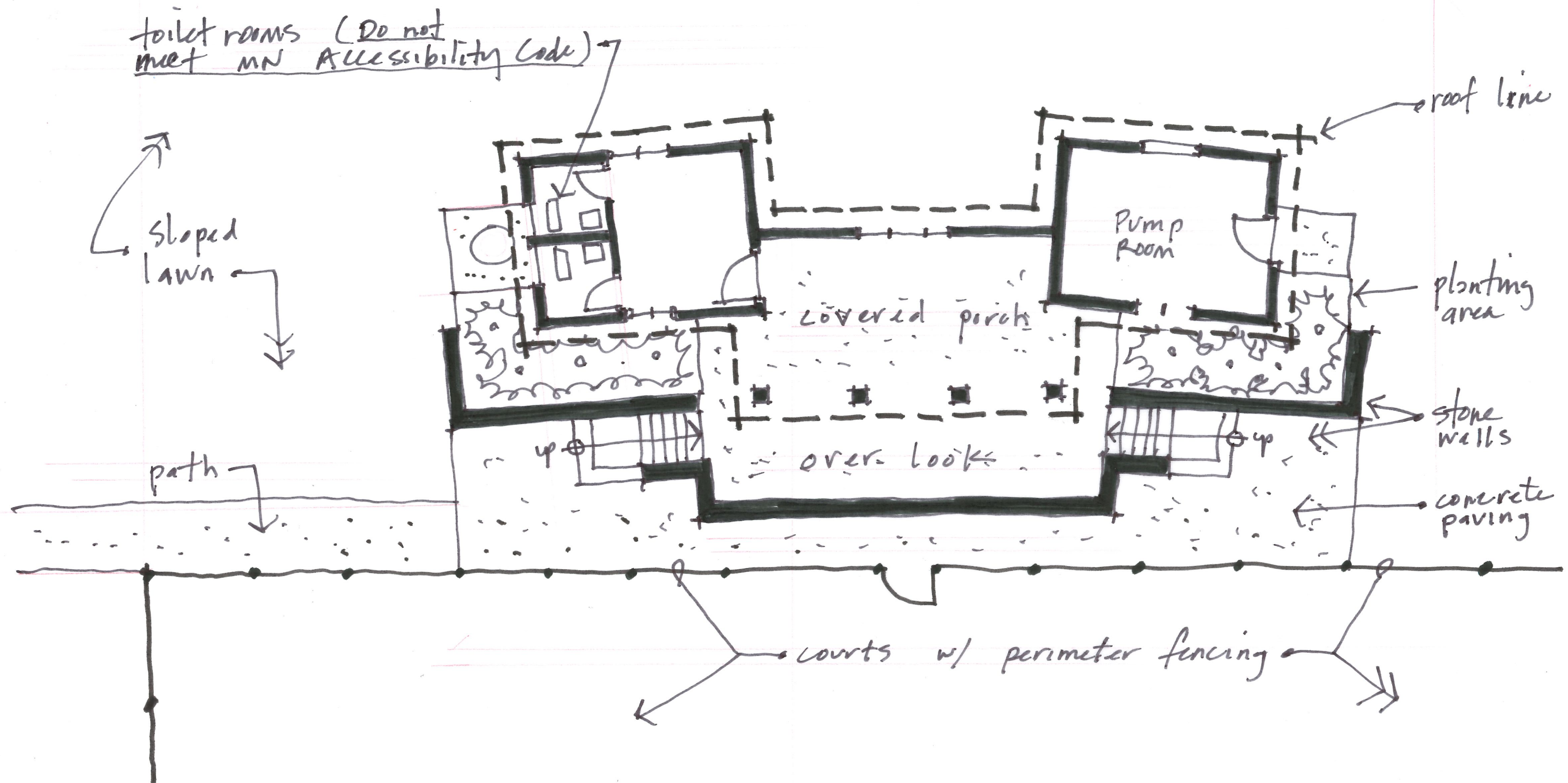


Photos of Existing Bell Courts Pavilion

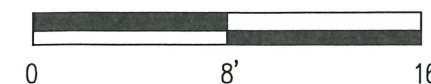
PAVILION RENOVATION
BELL COURTS - WAYZATA, MN



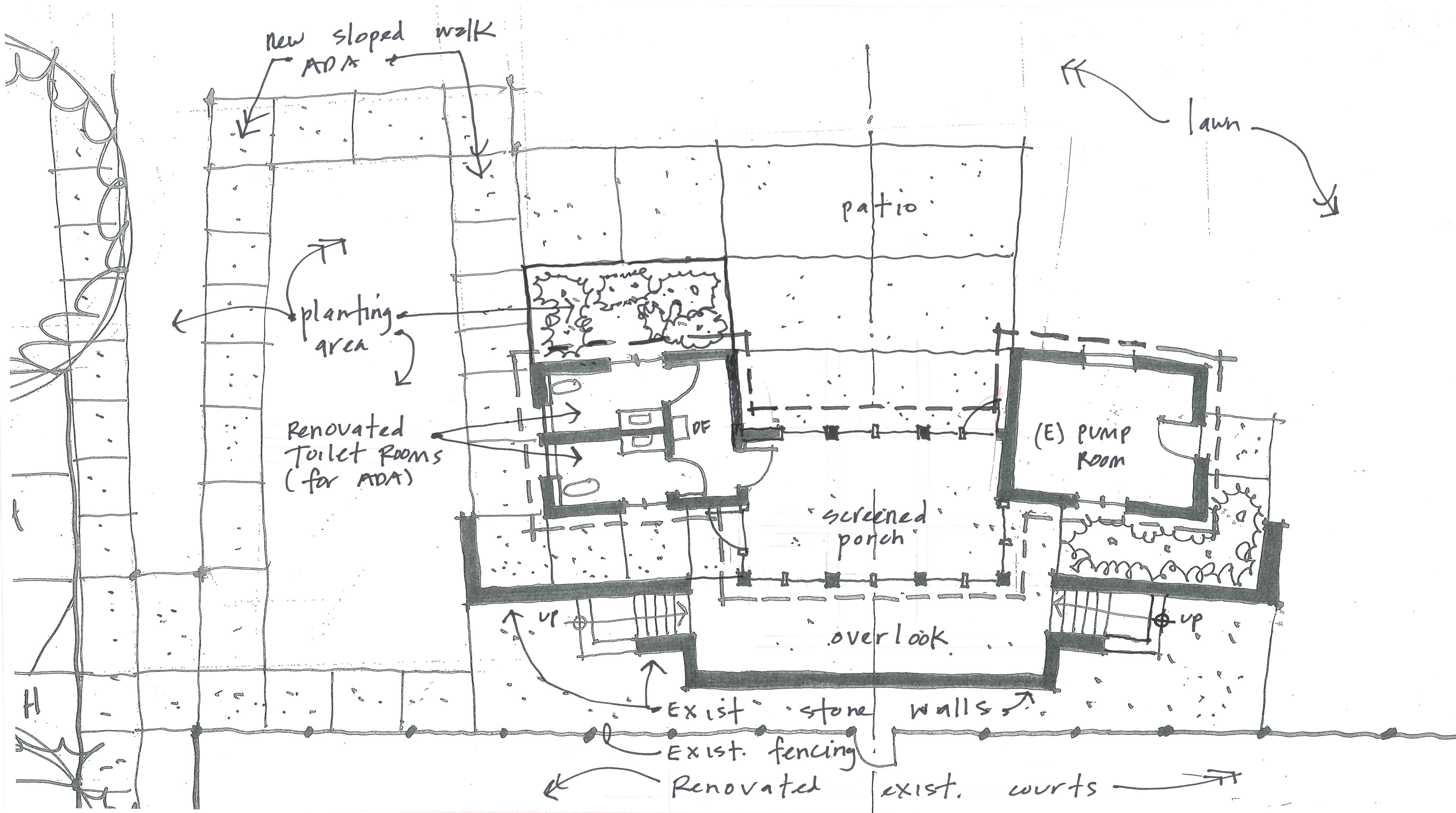
HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS



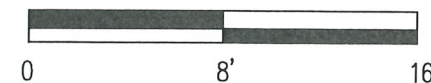
BELL COURTS PAVILION - EXISTING FLOOR PLAN
WAYZATA, MN



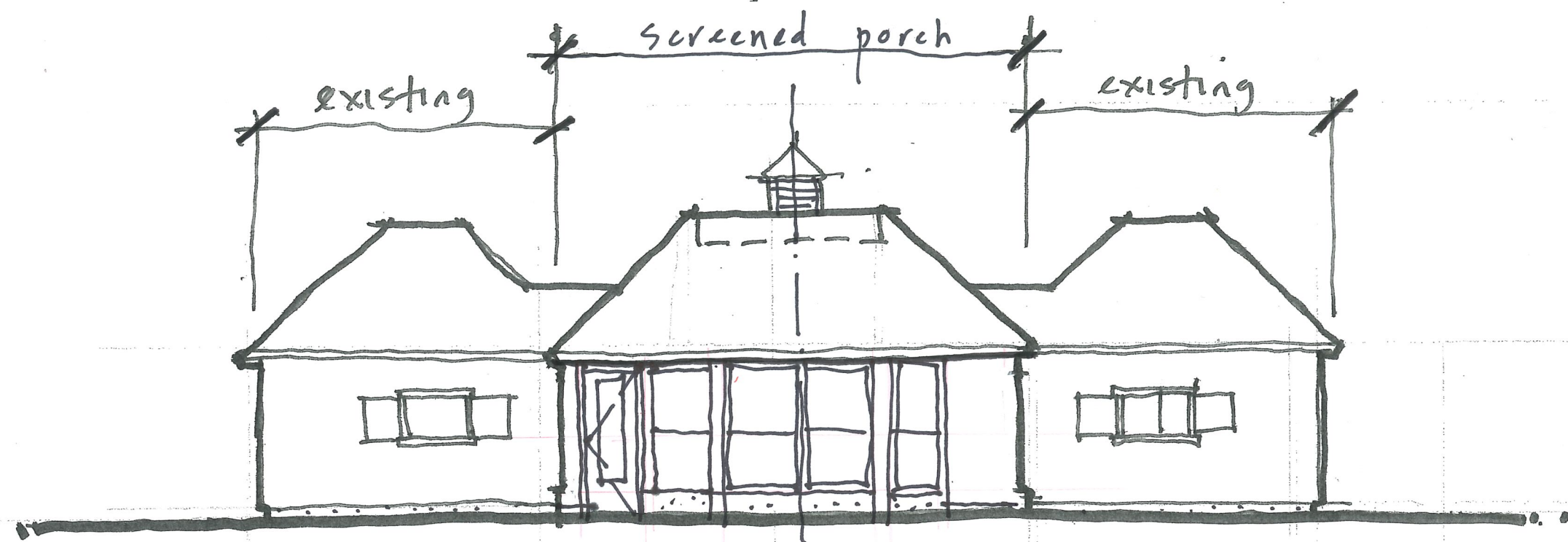
HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS



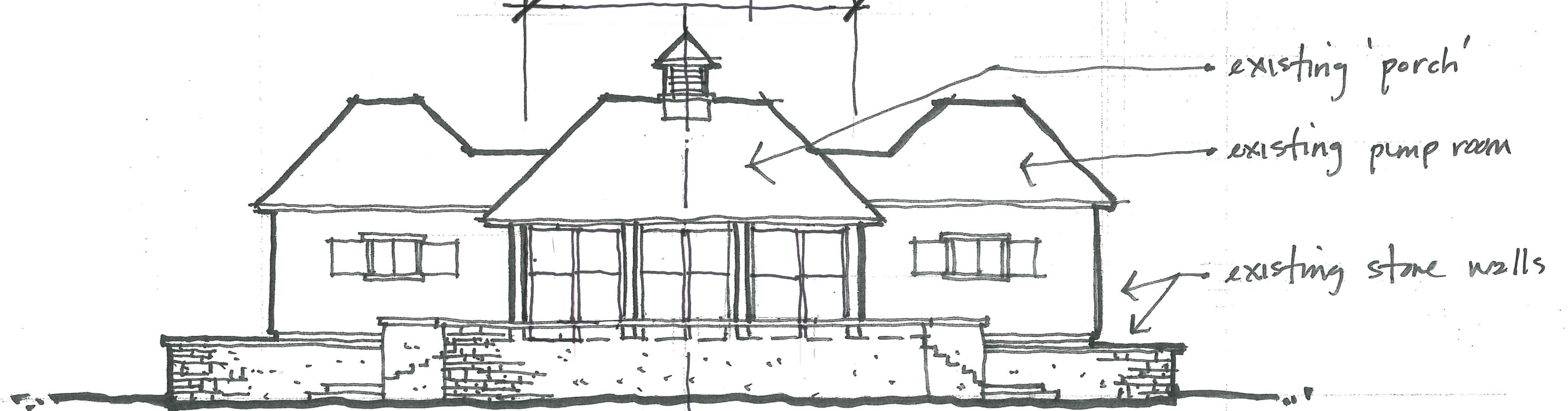
BELL COURTS PAVILION - RENOVATION - FLOOR PLAN
WAYZATA, MN



HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS

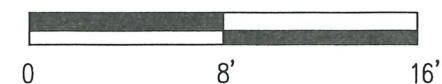


⊕ West Elevation
screened porch



⊕ East Elevation (Facing Courts)

BELL COURTS PAVILION - RENOVATION - ELEVATIONS
WAYZATA, MN




HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 6.a
TITLE: Wayzata Community Ed Summer Review & Winter Activity Discussion	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

The proposed additional cost to add winter activities to the scope of Wayzata Community Ed is \$3,400. This cost can be covered by the existing budget allocated for the work performed by Community Ed.

BACKGROUND:

Wayzata Community Ed has completed their summer activities so they will summarize the participation in these activities. In addition, from recent discussions with the P&T Board, there is interest in adding winter activities to Community Ed's work scope. Therefore, the staff at Community Ed has created a proposal for winter activities that is attached for review. The Board can discuss with Community Ed the options for winter activities to start planning for those activities.

ATTACHMENTS:

1. Community Ed Parks and Trails Proposal 2024



2024 Proposal for City of Wayzata Parks and Trails Board

Wayzata Community Ed is proposing a fee of \$13,065 annually, to support the costs of implementing an outdoor classes program in the city parks in partnership with the City of Wayzata Parks and Trails Board. The fees are described and broken down by season.

Summer - Fees would support offering approximately 55 class sections over a 13-week summer period. Our goal is a run rate of at least 70% and an average of 8 participants in each class, with a target enrollment of 400 participants.

Winter - These new fees would support offering 10 or more classes and events throughout the winter. We anticipate a run rate of at least 75% and an average of 8 participants in each class, with a target enrollment of 80 participants.

We look forward to having the opportunity to offer classes year round in Wayzata. We greatly appreciate the ongoing partnership and welcome the opportunity to continue to grow class options within the City of Wayzata. To allow time for winter planning, marketing and implementation, please reply to this proposal by October 2.

The table below highlights the specific items the fee would cover.

Expenditure Estimates: Summer Season	
Marketing and Promotion <i>Marketing and promotion would include targeted emails, social media posts, yard signs, flyers, space in print catalogs, district communications and newsletters.</i>	\$4,665
Community Ed Staff <i>The following staff would be responsible for program planning, management, marketing, communication, evaluation and customer support: Youth Classes Specialist, Marketing Specialist, Community Ed Specialist and Clerical Team. This includes onsite program support.</i>	\$6,000
Summer Sub-total	\$10,665

Expenditure Estimate: Winter Season	
Marketing and Promotion <i>Marketing and promotion would include targeted emails, social media posts, yard signs, flyers, space in print catalogs, district communications and newsletters.</i>	\$1,350
Community Ed Staff <i>The following staff would be responsible for program planning, management, marketing, communication, evaluation and customer support: Youth Classes Specialist, Marketing Specialist, Community Ed Specialist and Clerical Team. This includes onsite program support.</i>	\$1,050
Winter Sub-total	\$2,400

Built into the price of the classes are general overhead such as the online registration system and credit card processing fees. Individual classes will be priced to cover instructor fees as well as the balance of costs listed above that is not covered by the City of Wayzata contracted payment.

Winter Season Startup Investment - Equipment

An initial outlay of approximately \$3,000 is also being proposed to provide equipment for winter season programs. This amount would be a one-time start-up cost. Equipment purchased with these funds would be owned by the City of Wayzata.

Equipment Costs <i>For example: Snow Shoes, Broomball Equipment</i>	\$3,000
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City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 6.b
TITLE: Post Office Park Bulb Planting	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

The bulbs have already been ordered and the funds came from the miscellaneous budget of the Parks and Trails Board.

BACKGROUND:

The Board can discuss the volunteer opportunity to plant the bulbs at the Post Office Park on Saturday, October 7 at 8:30 am. Board Member Babcock has put together an invitation that is attached and can be used for future promotion of the event.

Staff will promote the event in the following places:

- Sent information to the Sun Sailor
- Put in the October Portal
- Put in the Wayzata Weekly
- Created an event on Facebook
- The event is on the home page of the City website
- Will continue to promote the event on social media

ATTACHMENTS:

1. 2023 Bulb Plant Invitation

Please join us for some TULIP PLANTING

Saturday, Oct. 7 at 8:30 a.m.

Over 800 bulbs have been ordered to plant in the Post Office Park on Minnetonka Ave. to refresh the tulips planted years ago. The last time tulip/daffodils were planted was 2019 so we need to refresh this park planting for a spectacular Spring Season. Coffee/juice/donutholes will be served.

We need help so bring your friends and family...Everyone can learn the best way to plant bulbs in MN



Stay in touch with all of the opportunities available to keep Wayzata a great place to live!

ADD TO OUR PARKS PERKS

Just respond to this email to make sure we have enough coffee and goodies!

Thanks, Merrily, Lynda, Kathie, Jan and Lynn.



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 6.c
TITLE: Sunday Music in the Park Recap	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

The Board can discuss the final two Sunday Music in the Park concerts.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 7.a
TITLE: Communications Recap	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

The Board can discuss anything that needs to be passed through City channels in the near future.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 7.b
TITLE: Staff Updates	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

Middle School Tennis Courts - The paving of the tennis courts will have been completed before the Board meeting and the temporary striping of the courts will occur the week of September 11. The permanent striping of the courts will occur in the spring of 2024.

Adirondack Chairs - Four additional Adirondack chairs have been ordered from Peterson CedarWorks. The company noted that the chairs should be ready by mid-October.

Skate Donations - As of September 14, staff has received a total of 12 pairs of donated skates. Staff and the Board will need to decide which skates are in good enough condition to use as rental skates. Staff will also work to find the best option to sharpen the skates.

Woodbury Pickleball Membership - Staff has contacted the City of Woodbury to discuss their pickleball membership initiative. Staff has provided the Board with the update on the questions asked, but the Board can discuss this option for the future dedicated pickleball courts at Bell Courts.

Duffy Boat - Staff can provide a summary of the meeting with Duffy Boat and potential options for the Wayzata docks to accommodate Duffy Boats.

Beach Drainage - Public Works staff noted that in the next 1-2 weeks they will work to extend the drain tile to try to capture more water runoff from the sprayway equipment.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 7.c
TITLE: Future Agenda Items	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

The Board can discuss any agenda items that they would like to add to upcoming agendas for discussion.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: September 20, 2023	AGENDA ITEM: 8.a
TITLE: Next Meeting - October 18	
PROPOSED MOTION:	
PREPARED BY: Nick Kieser, Parks Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

FINANCIAL OR BUDGET CONSIDERATION:

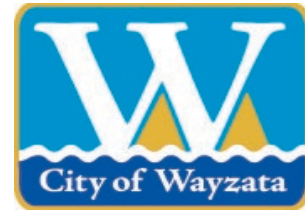
BACKGROUND:

The next Parks and Trails Board Meeting is scheduled for October 18. The 2023 City Calendar is attached to review the Parks and Trails meeting dates in 2023.

ATTACHMENTS:

1. Wayzata Calendar 2023

City of Wayzata 2023 Meeting Calendar



January 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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February 2023						
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March 2023						
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April 2023						
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30						

May 2023						
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28	29	30	31			

June 2023						
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25	26	27	28	29	30	

July 2023						
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23	24	25	26	27	28	29
30	31					

August 2023						
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27	28	29	30	31		

September 2023						
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24	25	26	27	28	29	30

October 2023						
S	M	T	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

November 2023						
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26	27	28	29	30		

December 2023						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- Energy & Environment 5:00 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM
- Wayzata School Board
- Lake Minnetonka Conservation District (LMCD)
- Heritage Preservation Board (HPB) - 5:00 PM
- Housing & Redevelopment Authority (HRA) - 7:30 AM
- Parks & Trails Board - 6:30 PM
- Charter Commission - 9:00 AM
- Elections (see below)
- Night to Unite

Meeting dates and times are subject to change. Dates can be confirmed by calling City Hall.

Holiday Observed
City Offices Closed

Revised
9/21/2022