



## Wayzata Parks and Trails Board Meeting Agenda

Wednesday, March 18, 2015  
7:00 pm

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

1. **Call to Order, Roll Call**
2. **Approval of March 18, 2015 Meeting Agenda**
3. **Approval of Minutes of February 18<sup>th</sup>, 2015 Board Meeting**
4. **Old Business**
  - a. **Bike Path Connector on Eastman Lane**
  - b. **Bocce Ball Update & Review**
  - c. **Website Review**
    - i. **please visit City website prior to meeting & put comments together**
  - d. **Organizational Discussion 2015**
  - e. **Spring Tree Planting Project (in City Parks) Update by Merrily Borg Babcock**
5. **New Business**
  - a. **Park & Trails Board Strategic Plan Project Introduction**
  - b. **Tree Tapping Project Update by Merrily Borg Babcock**
  - c. **Policy For Communications between Boards & the City Council**
  - d. **Spring Project Update by Staff**
6. **Adjourn**

## Wayzata Parks & Trails Board

### **MEETING MINUTES**

February 18, 2015

Meeting was called to order at 6:35 pm by Chair, Dan Baasen, at Wayzata City Hall on February 18, 2015.

Present: Dan Baasen as Chair, Merrily Borg Babcock, Sarah Randolph, Joanie Cunningham, Jim McWethy, Sarah Showalter, Tyler Purdy, Holly Evans and David Dudinsky (staff).

Minutes of the January meeting were approved as amended\* by motion of Borg Babcock, seconded by Evans and unanimous vote of board.

*\*Removal of hyphen in name Borg Babcock*

Agenda for February 18, 2015 meeting approved as written. Motion by Cunningham, seconded by McWethy and unanimous vote of board.

The Board expressed appreciation of the work and guidance provided to the P&T Board this past year by Bridget Anderson as City Council liaison. A motion was made and seconded that the Board obtain and personalize a commemorative gift to present to Bridget in thanks. Randolph volunteered to coordinate suitable recognition and was going to review available pictures that could be incorporated.

Baasen suggested that we move presentation by Jake Houts ahead of OLD BUSINESS. It was agreed to and our business meeting started with Jake.

Jake Houts, Wayzata High School freshman, made a formal presentation to the Board regarding an Eagle Scout Project he would like to pursue. Jake's hope is to build and install (5) mini neighborhood libraries, commonly known as Little Free Libraries ([www.littlefreelibrary.org](http://www.littlefreelibrary.org)) in the City of Wayzata. A lite discussion took place around possible locations within Parks with final placement locations TBD.

In Jake's initial discussions with the City Manager, it was suggested to make the little libraries look historic (similar to the Depot or a historical house.) Randolph suggested painting them all one color and Borg Babcock wanted them to be painted on all sides- inside and out for better wear.

Estimated material cost is \$600 (with a 30 day building phase from date of approval.) Jake is seeking a formal “benefactor” to cover this material investment. He is also requesting support from the Parks & Trails Board to move the project forward.

Long term maintenance was brought up as a concern. Jake’s solution was to find “sponsors” to care for each library. These sponsors would check on the libraries and maintain as necessary.

A motion “to endorse, promote and potentially fund” this Little Free Library project was made by Baasen, seconded by Borg Babcock and unanimous vote of board.

The Board returned to the regular agenda.

#### Old Business:

1) The new City of Wayzata website will be available for public viewing on February 19, 2015. Parks & Trails Website Committee Leads, Borg Babcock and Cunningham, were generally pleased with what CivicPlus presented to the City and the quality of their work, but they had not meet with any staff members prior to the site being launched. With that, Borg Babcock and Cunningham did see the potential for further enhancements. The Board discussed having a member dedicated to monitoring the specific Parks & Trails site pages and to work directly with Kristin Classey when updates are needed.

#### 2) East Corridor Landscape/Circle A Drive Pedestrian Connection Workshop Recap

Prior to the evening’s Parks & Trails Board Meeting, a joint workshop was held in conjunction with the City Council to discuss East Corridor Landscape/Circle A Drive Pedestrian Connection options and next steps. Items discussed included:

- a) Roundabout Landscape Plan
- b) East Buffer and Management Plan
- c) Additional Pedestrian Facilities
- d) Great Lawn and East Block Construction

Board members were satisfied with the East Corridor Landscape recommendations made by City appointed Landscape Architects, Michael Schroeder and Lydia Major of LHB.

Much discussion took place around the Circle A Drive Pedestrian Connection. Council and Parks & Trails Members were divided on how the connection should look in terms of its layout. The discussion primarily centered on whether the connection be a simple sidewalk following the curb or a “meandering” path. A “hybrid” version of the two was majority supported to manage costs and maintenance while still maintaining a natural/unstructured look and feel. Landscape Architect, Lydia Major, will be returning with a proposal based on the group’s recommendation.

The Board was pleased with the progress and discussion of the workshop and appreciated the opportunity to share their feedback with the Council.

#### New Business:

##### 1) Parks & Trails Organization for 2015

Due to our recent Membership increase and the growing support of the Council, the Parks & Trails Board is primed for increased project momentum. With that, Baasen and Borg Babcock’s hope is to align dedicated “champions” to spearhead specific P&T projects. The purpose of these Champions is to ensure that projects continue to move forward and that the Board’s vision is not compromised. Borg Babcock gave examples of some of the upcoming project needs such as Website upkeep and James J Hill Days participation coordination to name a few.

ACTION ITEM: Baasen requested that Board Members come to the March meeting with ideas on what projects they are most interested in leading. From there, the Board will form support teams to assist the project Champions.

##### 2) Priority of Projects for 2015

A summary of City Council approved Parks & Trails projects was delivered to the Board by Dudinsky. Current approved projects include:

- Plant 100 Bare Toot Trees in City Parks – the Board discussed the size and quantity of the trees to be planted weighing in on the pros and cons to each option
- Klapprich Field – Dog Park within Hockey Boards / Include Australian Shade Sail – the Board was very pleased with how this project is progressing and the positive feedback it has received. Randolph requested that we update the size of the Dog Park Banner to increase visibility and the Board agreed. Randolph will work with Dudinsky on how that could look. The Board is also looking forward to further promote via the new website.

- Adirondack Seating at the Depot, Bell Courts and Klapprich Playground
- Parks Brochures: Printing of Brochures for 2015
- Bench Seating at Margaret Circle Park
- Bocce Ball Locations: City Hall / Bell Courts
- Beach H or U Dock- the City staff is working with BNSF for resolution of supervision of property east of the Broadway Docks. When this is either finalized or changes are required to proposed transient dockage for the Depot and Broadway sites the City will apply to LMCD for permitting necessary for both transient dockage and Beach H or U dock. The goal is to have Beach dock for 2015 season.
- Beach Drinking Fountain
- Beach – Adirondack Chairs – On order (7 Peterson Cedar painted chairs delivery date - April, 2015)
- Lake Front Ice Skating – just west of entrance from Beach during winter season
- Depot Area Bathroom Facility Improvements

The Board is very pleased with the projects that the Council has approved and the work Dudinsky and his team have already put into them.

Motion to close meeting by Randolph, seconded by Evans.

Meeting adjourned at 8:52pm.

Respectfully submitted by: Holly Evans

## Dave Dudinsky

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**From:** Mike Kelly  
**Sent:** Tuesday, March 10, 2015 4:00 PM  
**To:** Dave Dudinsky  
**Subject:** RE: Bike Lane on Eastman Lane- March Agenda Item

Dave,

The design of Eastman Lane was approved by the City Council with the Hennepin County Bushaway Road project in January of 2014.

Eastman Lane is proposed to have a six-foot (6') wide bituminous trail that runs from Bushaway Road to the RR crossing, on the north side.

There will also be a five-foot (5') wide sidewalk, on the south side, from Shady Lane to the driveway at the Yacht Club east parking lot.

The road is 22-feet wide (2 - eleven foot lanes).

Mike Kelly, P.E.  
City Engineer/Asst. Director of Public Works  
City of Wayzata  
952-404-5316  
952-404-5318 (fax)  
[mike@wayzata.org](mailto:mike@wayzata.org)

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**From:** Dave Dudinsky  
**Sent:** Tuesday, March 10, 2015 1:47 PM  
**To:** Mike Kelly; Heidi Nelson  
**Subject:** FW: Bike Lane on Eastman Lane- March Agenda Item

FYI



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**From:** Joanie.Cunningham [<mailto:Joanie.Cunningham@target.com>]  
**Sent:** Tuesday, March 10, 2015 1:01 PM  
**To:** Dan Baasen; McWethy James  
**Cc:** Dave Dudinsky  
**Subject:** RE: Bike Lane on Eastman Lane- March Agenda Item

Thanks Dan. Much appreciated.

Ideas to Consider for Board Responsibilities\* *keeping in mind the diverse audience that we want to use our PARKS & TRAILS (preschoolers, families, empty nesters, seniors and visitors)*

EXECUTIVE DIRECTOR WORKS WITH D.D. ON IMPLEMENTATION OF APPROVED PROJECTS (w/partner)

*The following areas are not listed in order of importance...*

1. ACTIVITY COORDINATOR (w/partner)

*Works with Dave Dudinsky*

- This person would focus on different activities: *the following are examples only.*
  - Pickle ball demonstration
  - Bocce Ball demonstration
  - Preschool/Kid's Easter Egg Hunt
  - Trapper's Cabin Story times
  - Tennis Camp Instructor
  - Lakeside Pond Hockey or Broomball

2. BROCHURE COORDINATOR (w/partner)

*Works with Kristen Classey*

- Redesigns updated map and descriptions-keeping all areas current
- Sells space to area businesses to help fund

3. WEBSITE COORDINATOR (w/partner)

*Works with Kristen Classey*

- Keeps website current and relevant
- Updates photos
- Updated activities and services

4. SECRETARY

*Works with Becky Malone*

- Transcribes all meeting minutes
- After P & T draft approval, submits electronic copy to city staff

5. J.J. HILL CHAIR (w/partner)

*Works with Dave Dudinsky*

- Coordinates JJ Hill Promotional Event with Chamber and staff
  - Orders tent from Chamber
  - gathers supplies
  - designs interactive activity w/public promoting parks (*Photo Contest? Scavenger Hunt in/on parks and trails*)
  - signs up volunteers to "man" tent

6. REVENUE GENERATION COORDINATOR (w/partner)

*Works with Bryan Gadow*

- Looks into continued funding sources for the Parks and Trails
  - Grants
  - "Give to the Max" Day
  - 501 (c) 3 gifts
  - Great River Greening or Legacy Funds availability

7. NATURAL SUSTAINABILITY COORDINATOR (w/partner)

*Works with Kurt Klapprick*

- Focuses on natural environment and health of all parkland and trails
  - Tree and shrub replanting/replacement in parks
  - Enlists groups to help eradicate invasive species in parkland
  - Flower planting/beautification in park areas



**CITY OF WAYZATA  
POLICY FOR  
COMMUNICATION BETWEEN BOARDS, COMMISSIONS, COMMITTEES  
AND THE CITY COUNCIL**

Purpose: The City of Wayzata recognizes and appreciates the valuable service and contribution Board, Commission and Committee members make to the community in advising the city council with regard to redevelopment and land use, park and trail amenities, historical assets, oversight of the city charter, city communications and volunteer efforts. In an effort to support and stay apprised of the work and initiatives of the Boards, Commissions and Committees, the City Council desires to establish regular communication with the City's Boards, Commissions, and Committees.

Regular Communication: Board and Commission membership, via the Chair, shall establish a regular communication process with the City Council that shall include, but not be limited to, bi-annual reports to the City Council in the form of a mid-year joint workshop and an end-of-year report at a regular City Council meeting. City staff will coordinate with the Board Chair to provide reports and schedule city council and workshop meetings to facilitate the communication between the Board/Commission/Committee and the City Council.