



WAYZATA PARKS AND TRAILS BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Monday, January 29, 2024

6:00 PM

- 1. Call to Order and Roll Call**
 - a. Introduction of New Parks and Trails Board Members
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - a. November 15, 2023 Parks and Trails Board Meeting Minutes
- 4. Public Comments**
- 5. Old Business**
 - a. Klapprich Park Design Development Update
 - b. Maple Tree Tapping Discussion
 - c. Family Skate Day
 - d. Big Woods
- 6. New Business**
 - a. Sunday Music in the Park Discussion
 - b. Rental Revenue
 - c. Arbor Month Event
- 7. Other Business**
 - a. Election of Officers
 - b. Communications Recap
 - c. Staff Updates
 - d. Future Agenda Items
- 8. Adjourn**
 - a. Next Meeting - February 21

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: January 29, 2024	AGENDA ITEM: 3.a
TITLE: November 15, 2023 Parks and Trails Board Meeting Minutes	
PROPOSED MOTION: Approve the November 15, 2023 Parks and Trails Board Meeting Minutes	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

To Approve the November 15, 2023 Parks and Trails Board Meeting Minutes

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

N/A

ATTACHMENTS:

1. 11-15-23_P&T Board Minutes



Parks and Trails Board Meeting Minutes

Wednesday, November 15, 2023
Wayzata City Hall Community Room

Attendees: Chair Tory Schalkle, Vice Chair Merrily Borg Babcock, Sarah Randolph, Sarah Showalter, Bianca Jensen, and Jon Erickson.

Staff: Parks Planner, Nick Kieser.

Guests: Bob Slipka, WSB Landscape Architect.

1. **Call to Order and Roll Call:** Meeting was called to order at 6:05 PM by Chair Schalkle.
2. **Approval of Agenda:** Motion to approve the agenda with the following additions, Community Education, Winter Event and Big Woods discussion. Unanimously approved.
3. **Approval of Minutes:** Motion to approve the September 20, 2023 Parks and Trails Board Meeting Minutes with proposed amendments. Unanimously approved.
4. **Public Comment:** No public comments provided.
5. **Old Business:**
 - a. **Klapprich Park Design Development and Building Plan Proposal Review:** Bob Slipka from WSB provided a review of the revised plan for Klapprich Park. The plan includes a sidewalk on the east side of park which could be difficult to construct with the grade, trees, and overhead utilities, but will be kept in the plans for now. Discussion around and general agreement around adding stairwell to connect to park from north and incorporate a slide along the stairs. Agreement was also noted to remove the existing playground equipment to be regraded to fit the hillside. Suggestion was made to construct stairs with natural looking material if possible and to relocate the stairs into the existing natural connection that has a less steep slope. Discussion and recommendation to reconfigure the play area to maximize skating area and reduce size of patio area. The request for trees to soften the area between parking and warming house was made. Erickson suggested using a grass paver system for the existing maintenance road on the east side of the park.

The Board reviewed the TCM proposal to create construction plans for the Bell Courts Cabana and the Klapprich warming house. The combined total is proposed to be approximately \$75,000. Randolph motioned to recommend approval of the TCM

proposal, Jon Erickson seconded. Motion was approved unanimously. Staff will bring the proposal forward to the Council for their review and approval once the 2024 budget is approved.

- b. **Bell Courts Bid Package Review:** Slipka reviewed the plans for Bell Courts which are to reconfigure the existing four tennis courts into four pickleball courts and two tennis courts. There is fencing only separating the north and south pickleball courts, an expansion to the east, moving the bocce ball court to the east and making one ADA accessible.

The plan is to solicit bids this winter so construction can happen next spring. The tennis courts at middle school can be used during the construction of Bell Courts. The completion of Bell Courts would be planned for late June to mid-July.

- c. **Post Office Bulb Planting:** Babcock reported on bulb planting and noted that the volunteer event was successful. Babcock noted that releases should be obtained from each volunteer for future events on the day of event so photos of the volunteers can be used.
- d. **Maple Tree Tapping Discussion:** Babcock reported on the Maple Tree Tapping event and that she is requesting compensation for her time this year because it is a very time-consuming event for her to do. Babcock calculated that she spent 198 hours to reduce the sap last year.

Staff will work with other city staff and potentially Wayzata Community Ed to determine if there is a way to compensate Babcock for her time. If the City was to pay Babcock directly then a new position would need to be created and posted for anyone to apply or a consulting company would need to be created for the City to hire. Therefore, a partnership with Wayzata Community Ed could work best.

- e. **Sunday Music in the Park:** Babcock noted that she is not planning to coordinate Music in the Parks for 2024. Additional volunteers will be necessary to coordinate the concerts with staff help.

6. New Business:

- a. **Community Education:** Wayzata Community Ed is proposing 10 options for winter session that were attached to the packet for review. The winter catalog will be available within the next couple of weeks and the physical copy of the catalog will be in mailboxes in early December.
- b. **Winter Event:** Discussion around agreement to move ahead with Family Skate on Sunday, January 14 from 1:00 pm – 4:00 pm. Staff noted that the Muni might be able to help with beverages. Showalter will reach out to food vendors. Staff will also reserve speakers and work to communicate the event.
- c. **Big Woods:** Babcock reported multiple concerns in the Big Woods when she went to check on buckthorn. There is significant damage being done by undergrowth removal,

leaf removal/relocation, etc. Babcock noted that she will continue to discuss the issues with city staff, The Land Trust, and The Retreat.

7. Other Business

- a. Communications Recap:** The main item to communicate is the Family Skate Day event.
- b. Staff Updates:** Staff reported that platform tennis and the Nature Center feasibility study was removed from the budget in the recent city council workshop.

Staff noted that a grant from the United States Tennis Association is available for the Wayzata West Middle School courts of approximately \$25,000, but the grant is only available if the courts are not striped for pickleball. The Board discussed that pickleball is still important in that location. Schalkle motioned to stripe all four tennis courts at the Middle School for pickleball, Babcock seconded. Unanimously approved.

Staff stated that the Duffy Boat discussion will be brought up at the January 4 Council workshop along with additional Panoway policy discussions. A main item to determine before the workshop is the approximate cost to provide electrical service to this location.

- c. Future Agenda Items:** The future agenda items noted by the Board are:
 - Family Skate Day
 - Klapprich Park Update
 - Maple Tree Tapping
 - Sunday Music in the Park
 - Big Woods
- d. Board Member Recruitment:** Staff reported that multiple Board seats are expiring in 2023 so applications are now being accepted for those seats. Erickson indicated he had not yet decided to apply for reappointment to the Board. Showalter indicated she likely would apply for reappointment. All were encouraged to direct those who might be interested to the city website for details on the application which is due at the end of November.
- e. Adjournment:** The meeting was adjourned at 9:05 pm. The next meeting is scheduled for Tuesday, December 12, 2023 at 6:00 pm. Showalter advised that she will not be in attendance.





City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: January 29, 2024	AGENDA ITEM: 5.b
TITLE: Maple Tree Tapping Discussion	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Staff and Board Member Babcock met with Wayzata Community Ed to discuss the Maple Tree Tapping program and the potential for them to manage the program. Community Ed and staff are currently working on options to manage this event with Babcock. Staff will work with Babcock to determine if any City Council approvals are necessary with the proposed plan. Any updates will be passed along to the Board as they become available.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: January 29, 2024	AGENDA ITEM: 5.c
TITLE: Family Skate Day	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Staff has determined that the ice skating rink at Klapprich Park will not be ready by the planned date of Sunday, January 15. Therefore, staff has canceled the event and the speaker reservation. The Board can discuss if the event should be rescheduled and, if so, which date would work best. It should also be noted that as of January 25, the ice rink has been closed by staff due to the weather conditions.

ATTACHMENTS:

None





City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: January 29, 2024	AGENDA ITEM: 6.a
TITLE: Sunday Music in the Park Discussion	
PROPOSED MOTION: N/A	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

In 2023, the sound production totaled \$3,900.00 and the musicians cost a total of \$3,600.00.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Staff has compiled a list of previous artists that performed at Sunday Music in the Park and a list of artists that have sent requests to staff regarding the performances. The Board can decide which artists to move forward with. Staff will contact the chosen artists to schedule the performance, complete the artist agreements, and reserve the Great Lawn.

ATTACHMENTS:

1. Sunday Music in the Park Artists



IN WITNESS WHEREOF, the parties

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