



WAYZATA PARKS AND TRAILS BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Wednesday, March 20, 2024

6:00 PM

- 1. Klapprich Park Site Visit - 340 Park St E (5:30 PM - 6:00 PM)**
- 2. Call to Order and Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - a. February 21, 2024 Parks and Trails Board Meeting Minutes
- 5. Public Comments**
- 6. Old Business**
 - a. Klapprich Park Design Development Update
 - b. Arbor Month Event
- 7. New Business**
 - a. Bell Courts Opening Day Event
 - b. Spring Splash Participation
- 8. Other Business**
 - a. Communications Recap
 - b. Staff Updates
 - c. Future Agenda Items
 - d. Next Meeting - April 17
- 9. Adjourn**

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: March 20, 2024	AGENDA ITEM: 4.a
TITLE: February 21, 2024 Parks and Trails Board Meeting Minutes	
PROPOSED MOTION: Approve the February 21, 2024 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 February 21, 2024 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. February 24, 2024 Draft P&T Board Meeting Minutes



Parks and Trails Board Meeting Minutes

Wednesday, February 21, 2024
Wayzata City Hall Community Room

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

Staff: Parks and Environment Planner, Nick Kieser.

1. **Call to Order and Roll Call:** Meeting was called to order at 6:08 PM by Chair Schalkle.
2. **Approval of Agenda:** Motion to approve the agenda with the addition of a discussion on a Bell Courts opening day event. Unanimously approved.
3. **Approval of Minutes:** Motion to approve the January 29, 2024 Parks and Trails Board Meeting Minutes with the following changes:
 - The stairs and slide located by the playground were both requested to be shortened (so they did not go up the full hill, but the stairs and slide would be same length).
 - Correct spelling of “Babcock”.
 - Clarify that we wanted the eastern stairs to be created with more natural stairs and with potentially curved or multiple slides. Whereas the western slide would be one straight slide.

Amended minutes were unanimously approved.

4. **Public Comment:** No public comments provided.

5. Old Business

- a. **Klapprich Park Design Development Update.** Staff provided a summary of the updated building design plans for the Bell Courts cabana and the Klapprich Park warming house. The Board discussed the updates and provided the following comments:

- Bell Courts Cabana
 - Comments were made that there could be the potential pickleball equipment rental space. This space could be locked and unlocked via a code, similar to the curling station in Panoway. This space could be in the existing room or have some type of storage box.

- The Board agreed that the relocation of the western wall was not necessary due to the significant cost.
 - Warming House
 - Board agreed that the bathrooms should be accessible from the outside during times that the rest of the warming house is not open. For example, summer users of the playground could utilize the bathrooms without having to open the rest of the warming house space.
 - Umbrellas should be added to picnic tables.
 - The outside plaza area should have *portable* fireplaces and Adirondack chairs.
 - In the covered seating area, it was agreed that the hard surface benches should be turned to face the rink.
 - The warming house benches should all have cubbies along the bottom, with all benches facing north-south (so they are parallel to rink) and a bench (with cubbies) along the eastern and western walls.
 - It was discussed that there could be a seated ledge along the exterior eastern wall for people to sit on, and/or do more full-length windows.
- b. Maple Tree Tapping Discussion.** The Board discussed how maple tree tapping can continue as a community event that can promote tree tapping/syrup, create a communal experience, and promote our wooded spaces. The Board aligned that compensating Merrily as organizer at or below market rate, as proposed and approved by City Staff, was more sensible than cancelling or continuing as DIY in the future. The Board agreed 6-0 to approve \$3,000 for ~30 resident families to get:
- An introductory tree tapping tutorial in Big Woods.
 - Use of tree tapping equipment.
 - Boiling the sap on the outdoor stove.
- City staff will work to incorporate this additional cost into the 2025 budget process.
- c. Sunday Music in the Park Discussion.** Staff noted that the Great Lawn has been reserved, Twin Cities Sounds have been reserved to operate the sound system, and bands have been contacted. Buffalo Galaxy, Salsa Del Soul, and Wailing Loons have all noted they are interested in playing. Staff will reach out to Ipso Facto to fill the last opening. Staff will work with the artists to keep the costs within the budget.
- d. Arbor Month Event.** Staff noted that Forester Myrhan was planning the Arbor Month Event on Saturday, May 18 following Dig it Day. Any Board Members interested in helping plan the event can contact staff.

The Board also brought up the idea of a Memorial Tree Grove to the south of the Nature Center. Staff noted that a request from the Board to the Council would be the best way to bring this forward for discussion.

6. New Business

- a. **Bell Courts Opening Day Event.** The Board agreed to do an Opening Day/“Intro to Pickleball” event to commemorate opening of Bell Courts with snacks/refreshments, lessons on pickleball and etiquette, etc.
- b. **Community Education.** Summer classes for Wayzata are being offered by Wayzata Community Ed which are listed online and will be sent out in the catalog in March. The Board noted that there needs to be better coordination and communication regarding the classes they propose to offer before they are sent out. Staff will continue to promote the summer classes in City media outlets.

7. Other business

- a. **Communications Recap.** Staff will continue to communicate Maple Tree Tapping and the start of the Community Ed summer classes.
- b. **Staff Update.** Staff noted that the Council discussed the potential to have a boat rental options on the new dock system. Council agreed that there should not be a boat rental company on the new docks for at least the first year the docks are open. This will allow the city to understand use and operations of the new dock system before adding any additional amenities.
- c. **Future Agenda Items.**
 - Maple Tree Tapping
 - Klapprich Park Design
 - Sunday Music in the Park
 - Bell Courts
 - Klapprich Park/Bell Courts Site Visit

The Board noted that additional site visits to the parks can be held before each Board meeting this spring/summer.

- 8. **Adjournment.** The meeting was adjourned at 7:44 pm. The next meeting is scheduled for Wednesday, March 20 starting at 5:30 pm.



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 6.a
TITLE: Klapprich Park Design Development Update	
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:

WSB has updated the Klapprich Park site plans and HCM Architects have updated the building plans for the warming house and Bell Courts cabana. The updated plans are attached for review. Before the regular Board meeting, the consultants will be available at the Klapprich Park site visit to discuss the updated plans.

Note - the attached cost estimate for the site improvements does not include the cost of the slides, since that component will vary significantly. The cost estimates for the warming house and cabana are not completed yet.

After this review, staff will create and send out a survey to receive public input on the final design plans. Input will also be gathered at the Wayzata State of the City which is scheduled on April 11. A review of the design plans is scheduled for the April 23 City Council workshop. Based on the input received by the stakeholders and Council, revisions can be incorporated into the final design plans before the start of the construction plans.

A list of proposed survey questions is attached. The Board can determine any additional questions that could be asked to help the design process.

ATTACHMENTS:

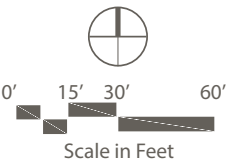
1. Klapprich Park Final Design
2. Klapprich Park Final Design
3. Klapprich Park Cost Estimate
4. Klapprich Warming House Plans
5. Bell Court Cabana Renovation Plans
6. Potential Klapprich Park Survey Questions



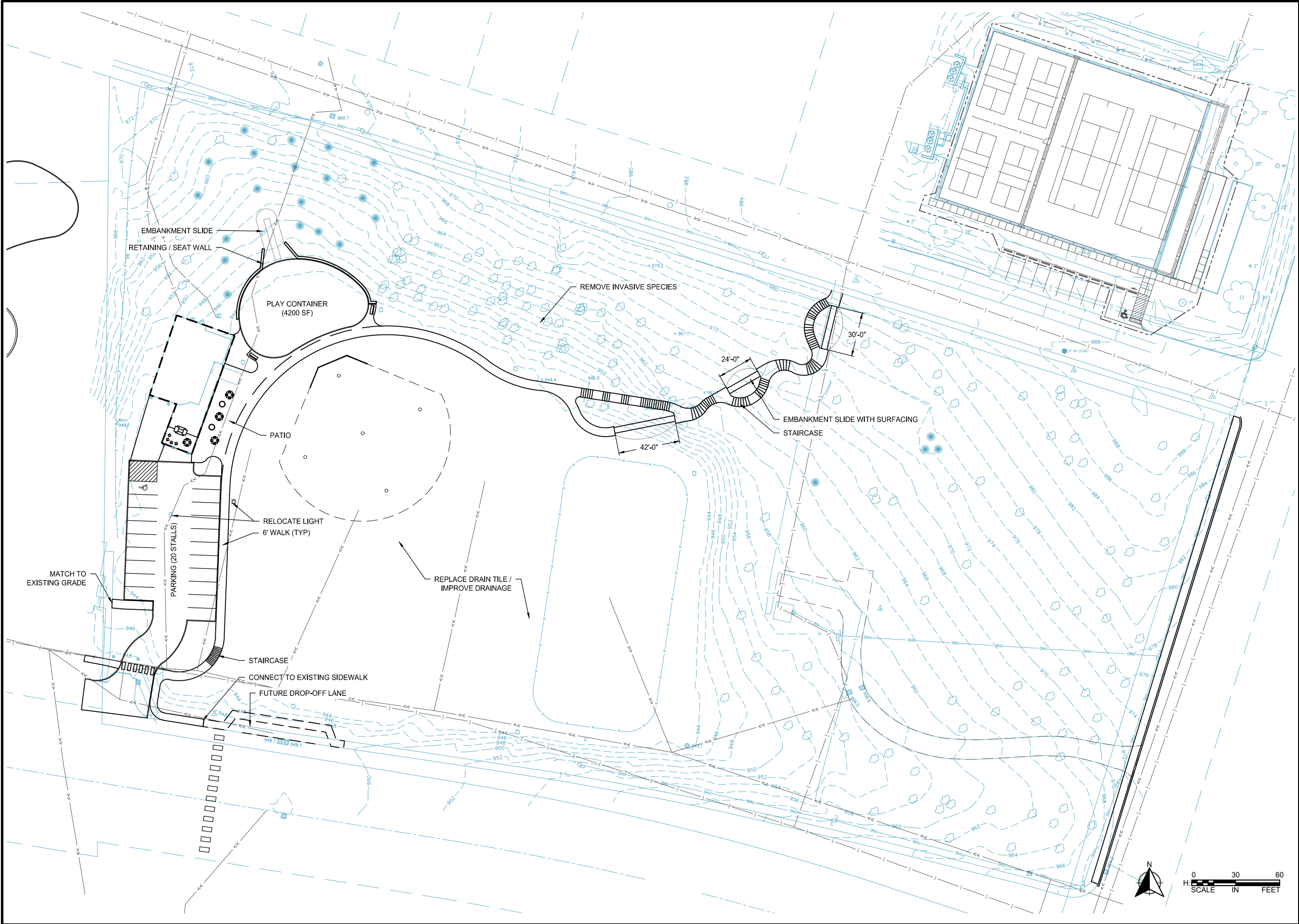
Klapprich Park | Final Concept Plan

Wayzata, MN

March 13, 2024 | WSB Project number: 022538-000



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SCALE: AS SHOWN
PLAN BY: KP
DESIGN BY: KP
CHECK BY: RS

REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert A. Sliplia

DATE: 11-14-2023 LIC. NO. 44337

LAYOUT PLAN

KLAPPRICH PARK IMPROVEMENTS
CITY OF WAYZATA, MN

CLIENT PROJECT NO.
XXXXXX

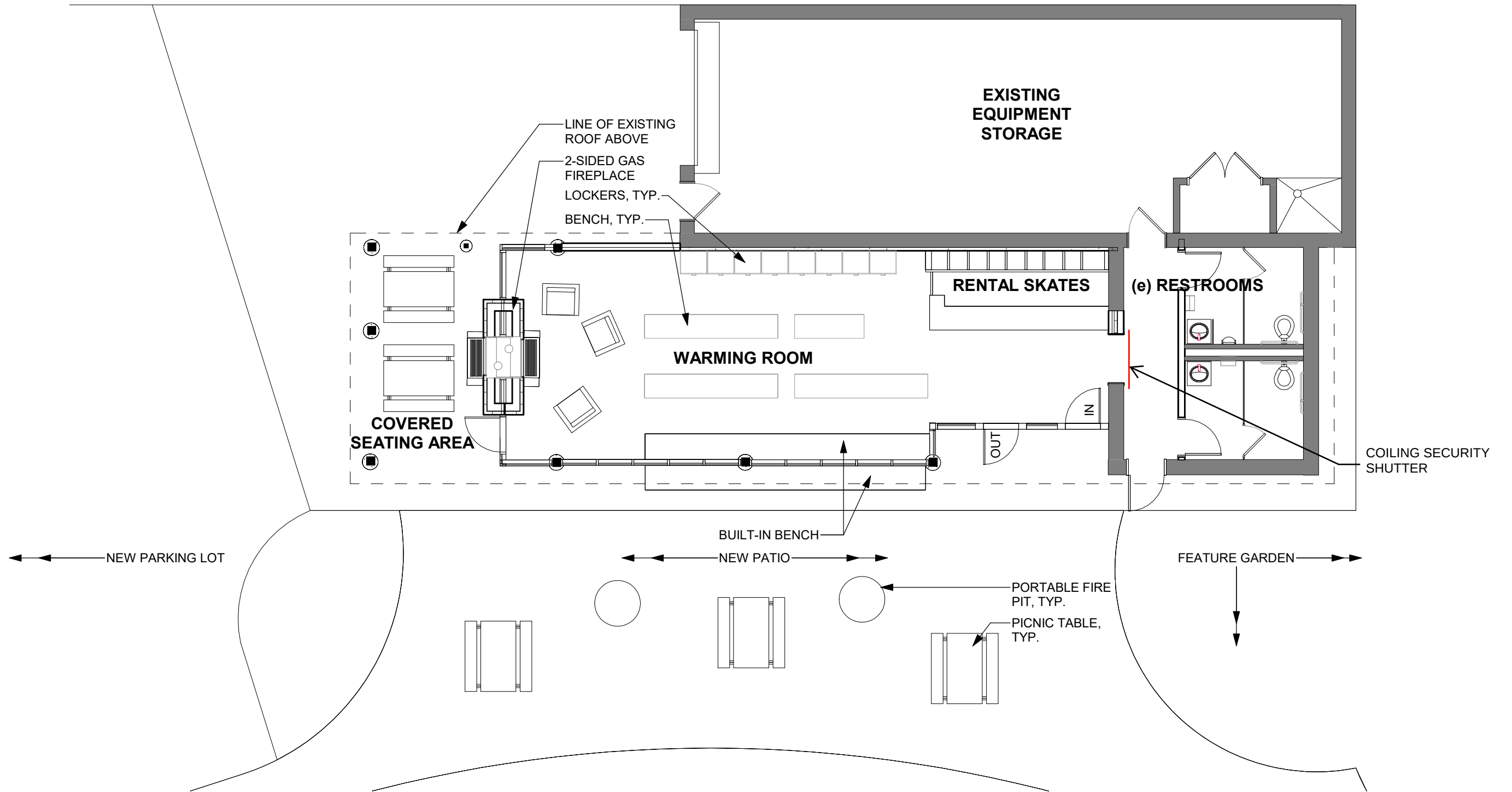
WSB PROJECT NO.
022538-000

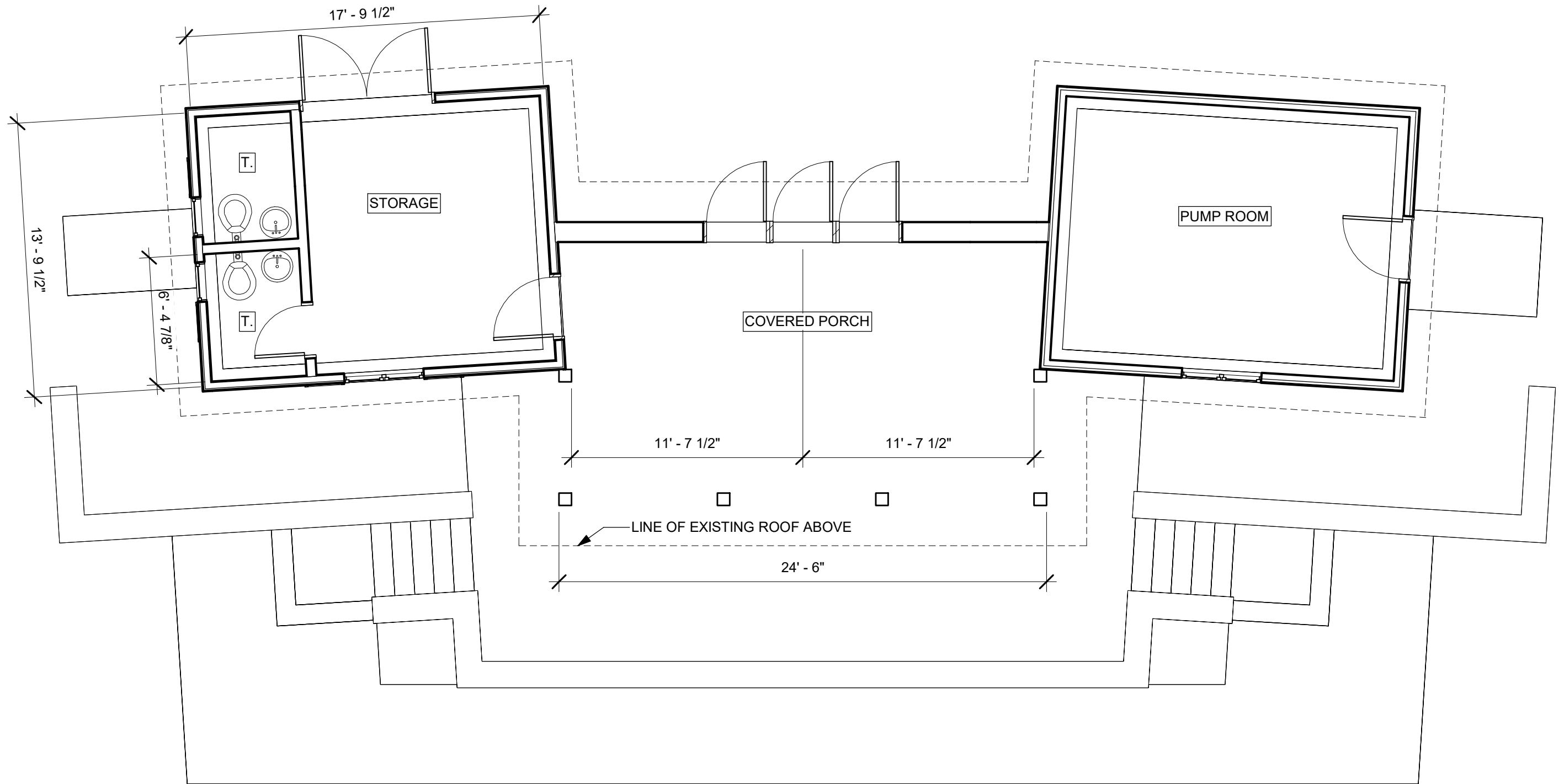
SHEET

L3.0

WSB Project:	Klapprich Park
Project Location:	City of Wayzata
City Project No.:	
WSB Project No.:	22538
Date:	3/12/2024

ESTIMATED QUANTITIES						
Item No.	Description	Unit	Est. Base Quantity	Estimated Unit Price	Estimated Total Base Cost (Low)	Estimated Total Base Cost (High)
	Klapprich Park - Open Lawn and Wayzata Blvd Landscaping					
				TOTAL:	\$224,532.00	\$255,150.00
	Klapprich Park - Parking Lot					
				TOTAL:	\$273,475.13	\$310,767.19
	Klapprich Park - Play Area and Trails					
				TOTAL:	\$517,266.75	\$587,803.13
	Klapprich Park - Hillside Slide (Modular Steps)					
				TOTAL:	\$239,893.50	\$272,606.25
	Klapprich Park - Hillside Slide (Cast-In-Place Steps)					
				TOTAL:	\$256,063.50	\$290,981.25
	Klapprich Park - Minnetonka Avenue Walk					
				TOTAL:	\$77,875.88	\$88,495.31
				PROJECT TOTAL:	\$1,589,106.75	\$1,805,803.13





1 EXISTING FLOOR PLAN



Client:



Project:

**BELL'S COURT
CABANA**

Number:

a2.0

Project Number: 2425

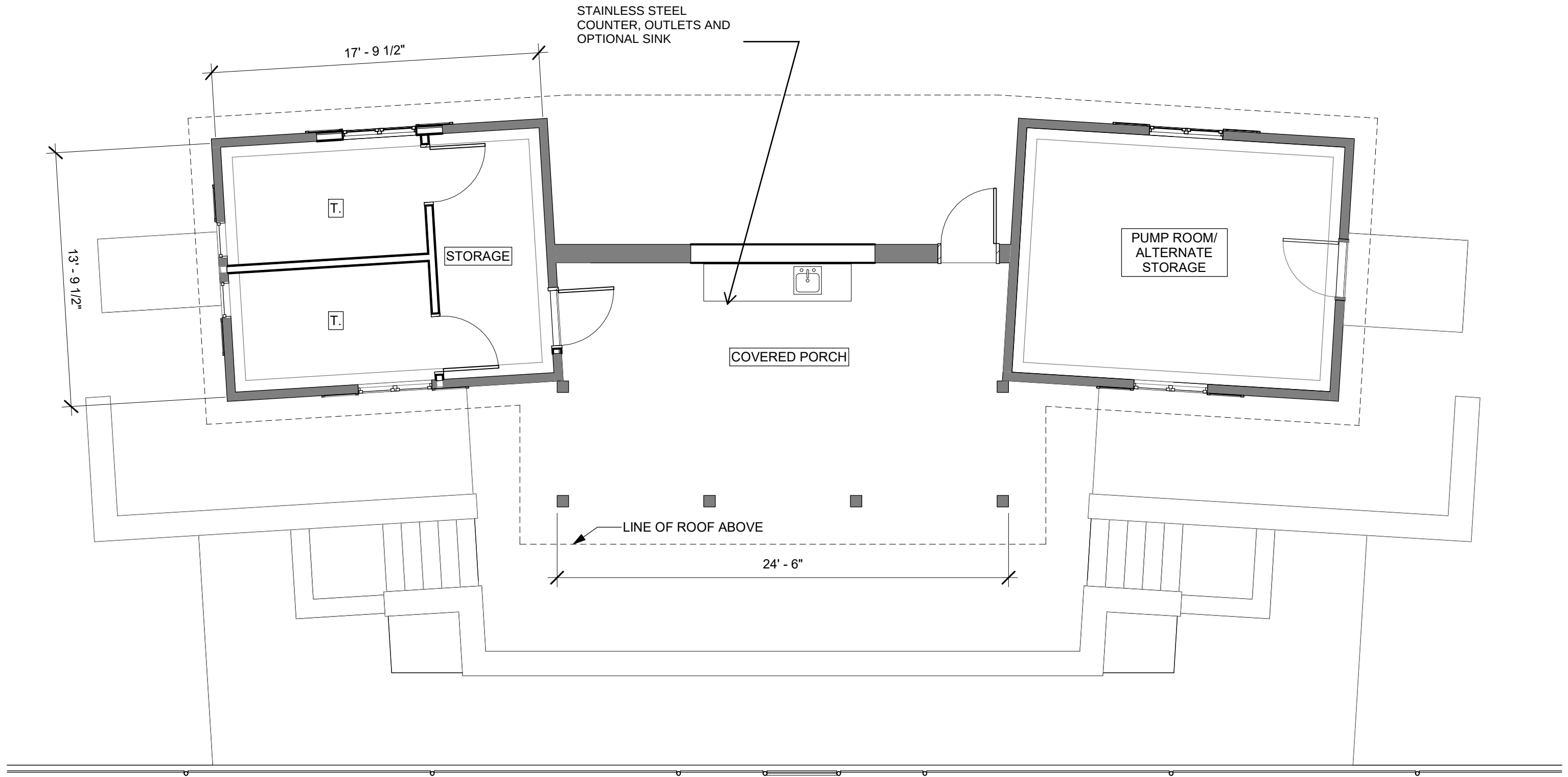
Name

**EXISTING FLOOR
PLAN**



**HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS**

4201 CEDAR AVENUE SO. • MINNEAPOLIS, MN 55407 | TEL. (612) 904-1332



1

FIRST FLOOR PLAN



NORTH

Client:



Project:

**BELL'S COURT
CABANA**

Number:

a2.1

Project Number: 2425

Name:

FLOOR PLANS



**HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS**

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Client:



Project:

BELL'S COURT CABANA

Number:

a2.2

Project Number: 2425

Name:

EXTERIOR RENDERS



**HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS**

4201 CEDAR AVENUE SO. • MINNEAPOLIS, MN 55407 | TEL. (612) 904-1332



Client:



Project:

BELL'S COURT CABANA

Number:

a2.2

Project Number: 2425

Name:

EXTERIOR RENDERS



**HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS**

4201 CEDAR AVENUE SO. • MINNEAPOLIS, MN 55407 | TEL. (612) 904-1332



Client:



Project:

**BELL'S COURT
CABANA**

Number:

a2.2

Project Number: 2425

Name:

**EXTERIOR
RENDERS**



**HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS**

4201 CEDAR AVENUE SO. • MINNEAPOLIS, MN 55407 | TEL. (612) 904-1332

Potential Klapprich Park Survey Questions

- What aspects of the project are most important to you? (i.e. new playground, parking lot, stairway from Bell Courts)
- What aspects of the project are least important to you?
 - o Potentially add a ranking system of all the proposed improvements from highest need to lowest need. This is beneficial if we do need to phase any of the work.
- Do the proposed improvements suit your usage of the Park? Why or why not?
- Are there any other improvements or amenities that should be incorporated into the design plans?
- What general comments do you have on the proposed improvements?



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 6.b
TITLE: Arbor Month Event	
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:

Staff is requesting to use \$200 of the Parks and Trails fund to purchase two \$100 gift cards for the champion tree contest winners.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The Arbor Month event has been confirmed for Saturday, May 18 from 11:00 am - 12:00 am which starts right after Dig it Day. A potted shade tree drawing will take place with 50 potted trees of Swamp White Oak, Black Walnut, Ironwood, Serviceberry, and American Elm. A guest arborist, Manuel Jordan, will present on Wayzata's tree canopy and share ideas on how the community can become even more resilient.

In addition, submissions to the second annual Champion Tree Contest will be accepted during the event. Residents can nominate trees with an especially tall canopy or wide trunk. The winners will win a \$100 gift card to a local tree nursery. Staff is requesting a vote from the Board to use \$200 from the Parks and Trails fund to purchase the two gift cards.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 7.a
TITLE: Bell Courts Opening Day Event	
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:

City Council approved the bid of Odesa II to reconstruct Bell Courts into the proposed layout. In the bid documents, substantial construction completion is required by July 1, 2024 with the exception of the final color coating of the courts which shall be completed by August 1, 2024. Staff is setting up a pre-construction meeting with Odesa to determine a specific construction timeline.

The Board can discuss the possibility of holding an opening day event once the courts are completed.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 7.b
TITLE: Spring Splash Participation	
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:

The annual Spring Splash event, hosted by the Wayzata Conservancy, is planned for May 4 from 10:00 am - 12:00 pm in the Panoway Plaza. The Conservancy has reached out to determine if the Parks and Trails Board would like to participate in the event again this year. In past years, the Board has participated in the event by providing educational and promotional materials about the City's park system.

If any Board Members are interested in participating in the event, staff will let the Conservancy know and can provide any materials for the event.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 8.a
TITLE: Communications Recap	
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:

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: March 20, 2024	AGENDA ITEM: 8.b
TITLE: Staff Updates	
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:

Maple Tree Tapping - A total of 18 participants signed up to rent the maple tree tapping kits and a total of 10 kits were picked up for use. Due to the weather conditions, the tree tapping sign-up form has been closed.

Bell Courts - A total of seven bids were received to reconstruct Bell Courts. Odesa II had the lowest bid at \$175,240 which was approved by the City Council on March 12. Staff will now work with Odesa to determine the construction timeline and start the construction process. Reminder, staff has received a grant from the County of \$100,000 that will be applied for this project. Staff is also still working with USTA on potential additional grant funds.

Sunday Music in the Park - Staff has confirmed all the artists for the Sunday Music in the Park series as listed below:

- August 4 - Buffalo Galaxy
- August 11 - Wailing Loons
- August 18 - Salsa Del Soul
- August 25 - Ipso Facto

Staff has been working on the agreements with each artist which will go to the City Council for approval at an upcoming meeting.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 20, 2024	AGENDA ITEM: 8.c
TITLE: Future Agenda Items	
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:

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: March 20, 2024	AGENDA ITEM: 8.d
TITLE: Next Meeting - April 17	
PROPOSED MOTION:	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, City Engineer/Director of Public Works	

ACTION REQUESTED:

FINANCIAL OR BUDGET CONSIDERATION:

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

The next Parks and Trails Board Meeting is scheduled for April 17. The 2024 City Calendar is attached.

ATTACHMENTS:

1. Wayzata Calendar 2024

City of Wayzata 2024 Meeting Calendar



January 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
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March 2024						
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31						

April 2024						
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May 2024						
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June 2024						
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30						

July 2024						
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28	29	30	31			

August 2024						
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September 2024						
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29	30					

October 2024						
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November 2024						
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December 2024						
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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
- Charter Commission - 9:00 AM
- Lake Minnetonka Conservation District (LMCD)
- Heritage Preservation Board (HPB) - 11:30 AM
- Housing & Redevelopment Authority (HRA) - 7:30 AM
- Parks & Trails Board - 6:00 PM
- 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

2024 Election Dates

February 27—Precinct Caucus
March 5—Presidential Nomination Primary
April 30—Special Primary Election (Hennepin Co Commissioner)
May 14, 2024—Special Election (Hennepin Co Commissioner)
August 13—State General Primary Election
November 5—State General Election

Revised
10/24/2023