



Wayzata Parks and Trails Board Meeting Agenda

Wednesday, July 15, 2015
6:00 pm

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

1. **Call to Order, Roll Call**
2. **Approval of July 15, 2015 Meeting Agenda**
3. **Approval of Minutes of June 17th, 2015 Board Meeting**
4. **Old Business**
 - a. **Finalize Vision Statement for 2015 Strategic Plan**
 - b. **Review of Parks & Trails Current Status (remember assignments to visit each of our Parks)**
 - c. **Identification and Final Selection of Capital Projects for 2016 and beyond**
 - d. **Program Discussion**
5. **New Business**
 - a. **James J Hill Days Committee Formation and Plan**
 - b. **POPP Initiative/Proposal**
 - c. **P & T Board Boating Outing September 19th Discussion**
6. **Adjourn**

MINUTES:

Park and Trails Board Meeting 6/17/15

Attendance: Chairman, Dan Baasen, Vice-Chair Merrily Borg-Babcock, Sarah Showalter, Joanie Cunningham, Holly Evans, Jim McWethy, Tyler Purdy, & Sarah Randolph. Also present from city staff was Dave Dudinsky and Mike Kelly, City Engineer (visitor).

Mike Kelly was invited to discuss Eastman Lane to Bushaway Road Trail access. The plans include a 6 ft wide paved trail on the north side of Eastman lane from the roundabout to the Bushaway intersection. The Eastman Lane Trail will continue north to the intersection of Wayzata Blvd. The trail will also connect to the southbound Bushaway Road trail via signaled crosswalks on the north and east-sides of the intersection. The trail had to be located on the north side due to space restrictions caused by the eastbound right turn lane on Eastman lane.

The city is away that avid cyclists will likely use the road/road shoulder for cycling, as such, Eastman lane will be marked with share the road signage depicting both bicycle and vehicles. Likewise, the trail will be marked with "Shared Trail" signage informing the trail is available for both bicycle and pedestrian uses.

A 5ft. sidewalk will also run continuously from the end of Lake St/roundabout to the Wayzata Yacht Club east parking lot on the south side of Eastman with marked crosswalks at Shady Lane and Arlington Circle.

Call to Order - 6:30 Meeting begins.

Changes are made to the agenda, "other" items was added to new business for discussion in agenda

Move to approve the agenda by Borg-Babcock, Seconded by Showalter.

Motion to approve minutes by Borg-Babcock and seconded by Randolph.

OLD BUSINESS

Strategic Plan Update:

McWethy provided a new format of the 5-year strategic plan delineated across the five goals (presented below) and designating those that are planned and new items/strategies yet to be presented to Council.

- Goal 1 – Expand Parks Activities and Engagement
- Goal 2 – Parks and Trails Access and Connections
- Goal 3 – Communications
- Goal 4 – Finance

- **Goal 5 – Maintenance and Upgrading of Existing Parks, Trails**

Discussed additional bike racks (Goal 2) and including location of bike racks to trail map. Also discussed investigating Nice-Ride (aka “green bikes”) rental bike programs and possible partnering with other organizations/communities.

Discussed adding signage to the individual parks to include history and/or amenities. This is to be included in wayfinding initiative but language is needed for signs.

Continued discussion about eliminating or separating “maintenance” items and expenses from strategic plan. Dudinsky shared that city is in process of removing maintenance from CIP and including them in the operating fund.

Discussed adding including more winter activities.

Mission Statement Update:

Who are we? Does it reflect where we are 3-5 years from now?

The previously approved mission statement is:

To provide recommendations to the city council for the preservation, protection, enhancement and promotion of a healthy park and trail system for all community members and visitors.

Mission statement was unanimously validated

Vision Statement:

Group discussed objective of Vision Statement and decided homework assignment to begin defining our vision. Group decided to circulate vision statement idea via email prior to July meeting.

Review of Accomplished Projects:

Borg-Babcock led discussion on P&T projects that have been implemented/accomplished.

Accomplished Projects:

1. Seven Adirondack chairs at the beach
2. Seven Adirondack chairs at other parks (2 @ shaver, 3 @ Bell Courts, 2 @ Klapprich)
3. H Dock
4. Drinking fountain at depot
5. Pickle ball striping at Bell and Jr. High tennis courts
6. Post office park bulb planting
7. Maple Syrup bottling
8. Dog waste bags & signage

(Brochure and 5 Adirondack chairs at depot were excluded as they were accomplished in previous year)

Items not yet accomplished but approved in CIP:

1. Beach Concession (work under way)
2. Bike lane on Eastman Lane (in process)
3. Bocce courts (two locations)
4. Depot bathroom upgrades
5. Drinking fountain @ beach (order placed)
6. Dock park sail and signage (poles are in place, sail and signage will be up soon)
7. Park Programming (e.g. pickle ball instruction)
8. Margaret Circle benches
9. Circle A tree bench for Trapper's Cabin

JJ Hills Days (September 12-13):

It was discussed and agreed by board to again share a booth with the Volunteer Committee and look into having a larger booth (or combining two booths) to accommodate both groups. Dudinsky will look into availability of larger booth.

It was also agreed to have at least two P&T board members at the booth at all times.

Australian Sail Update/Doggie Park Update:

Sail is on order and should arrive within next 10 days. Discussed banner and design previously provided by Randolph. Dudinsky has initial bid for banner of ~\$300. Group decided on green lettering on sign.

Dudinsky offered to bring extra fire hydrant stem to Doggie Park.

It was discussed and determined if it was not feasible to bring water to the off-leash park.

New Business

Lake Effect Signature Project RFP Selection Committee:

P&T board is able to nominate one member to serve on the selection committee. Baasen is already on committee as chair of LMCD. Borg-Babcock volunteered, Cunningham inquired about committee meeting times (Baasen to clarify). Other interested board members should contact Baasen.

Identification of future Capital Improvement Projects:

Additional Park & Trails Ideas:

Group discussed existing ideas of P&T board along with new ideas. Goal will be to reaffirm and prioritize projects for upcoming CIP presentation during July meeting.

- Musical Instruments in parks
- Summer concerts at Klapprich hill east
- Lights @ Bell court
- Dock @ Little Beach
- "Kid friendly" fountain
- Upgrade nature center
- Platform tennis courts
- Shelter @ beach w/ fireplace
- Lakeside rink & path
- Exercise equipment
- Community garden
- Fitness program
- Bike racks
- Green bikes
- Brochure update 2016
- Bike trail striping
- Parks programming
- Maze/labyrinth
- Benches @ little beach
- Fire pits
- Additional park staff
- Additional picnic tables (for beach)

Board agreed to rank their preferred items using a 1-3 scale (1=high, 3=low) with each member having six votes (2-high, 2- med, 2-low).

Other:

None

Randolph motions to adjourn. Seconded by Cunningham, Babcock, Showalter, & Evans

Meeting adjourned 9:03

5-Year Strategic Plan Discussion

Wayzata Parks & Trails Board Meeting July 15, 2015

Attached is the draft strategic plan revised after the June 17 meeting discussion:

- a. New strategies/programs brought up at the June meeting were added
- b. Most “Maintenance” items were deleted, but parks “Upgrades” were left in the plan
- c. Estimated costs included (in parentheses) were added to strategies that were already on the city’s spreadsheet schedule

Jim M

Wayzata Parks & Trails

5-Year Strategic Plan

Draft for June 17, 2015 Board Meeting

GOAL 1 EXPAND PARKS ACTIVITIES AND ENGAGEMENT	2016	2017	2018	2019	2020
1a. Already scheduled					
Shaver Park/Marina all-season building w/fireplace (\$109,300)	x				
Paddle Tennis court (\$60,100)		x			
Shaver Park exercise equipment (\$15,300)		x			
1b. New strategies					
Program leaders and instructors for parks scheduled activities such as art, music, pickleball, fitness (much of this could be accomplished with volunteers?)					
Exercise Equipment in a number of the parks					
Sunday music concerts					
Community gardens (Middle School or Public Works?)					
Outdoor instruments music park (possible partnership with Rotary?)					
Maze/Labyrinth					
Splashing fountain--kid friendly					
Lakeside skating rink and pathways					
GOAL 2 PARKS AND TRAILS ACCESS AND CONNECTIONS	2016	2017	2018	2019	2020
2a. Already scheduled					
2b. New strategies					
Lake Street bike lane and connections with Lake Effect projects					
Monitor Lake Effect and other city project proposals, and provide timely input regarding parks and trails access and connections goals					
Winter skate rink on lake, snowshoe and ski connectors with other communities on the lake					
Additional bike racks					
Green Bike facility					
Bike trail striping					
Bike repair stations					

GOAL 3 COMMUNICATIONS	2016	2017	2018	2019	2020
3a. Already scheduled					
Wayfinding signage—phase 4 (\$38,900)	x				
Update Parks & Trails brochure (\$4,300)	x				
Dakota and Luce Line trails—directional signage between trails along path (\$2,200)	x				
3b. New strategies					
Publish and distribute an events calendar for parks and trails activities					
Communicate and cross-market with other city boards and task forces					
Enhance info on Parks & Trails web site					
GOAL 4 FINANCE	2016	2017	2018	2019	2020
4a. Already scheduled					
4b. New strategies					
501C3 Status (charitable access to Parks and Trails Give to the Max					

GOAL 5 MAINTENANCE AND UPGRADING OF EXISTING PARKS, TRAILS	2016	2017	2018	2019	2020
5a. Already scheduled					
Nature Center grand plan formulation (\$16,900)				x	
5b. New strategies					
Recruit/organize a Volunteer Corps/Team to assist Board and Public Works with the implementation of strategies and programs					
Lights at Bell Courts					
Dock at Little Beach					
Additional fire pits					
Benches at Little Beach					
Klapprich Park table refinishing					

City of Wayzata

Parks and Trails Improvement Fund Capital Project Summary Table (Fund #404)																
		Project Costs				Type of Project			Financing Source							
Project Description		Estimated Year Needed	Project Costs (with additional costs)		Total Cost (with Inflation)				Parks and Trails Improvement Fund		TIF	Special Assessment	Total Other Sources	Fully Financed?	Notes	
			Current Project Cost	Dollars Spent to Date		New	Maintenance	Status								
SURFACES:																
Resurface Bell Tennis Court (about every 5 years)	2016	23,730	3,730	20,000	20,600	-	20,600	Ongoing	20,600	-	-	-	-	✓		
Resurface Wayzata Middle School Tennis Courts (including replacement of Net Posts)	2018	33,949	-	33,949	37,100	-	37,100	Ongoing	37,100	-	-	-	-	✓		
Reconstruction of Wayzata Middle School Tennis Courts (every 20 to 25 years)	2019	182,357	-	182,357	205,300	-	205,300	Ongoing	102,650	-	-	102,650	-	✓		
Reconstruction of Bell Tennis Court (every 20 to 25 years)	2029	81,150	-	81,150	122,800	-	122,800	Ongoing	122,800	-	-	-	-	✓		
Subtotal:			321,185.69	3,730.00	317,455.69	385,800.00	0.00	385,800.00	283,150.00	0.00	0.00	102,650.00				
PARKS & STREETSCAPES:																
Harmony Circle Fence Maintenance	2015	3,811	-	3,811	3,900	-	3,900	Ongoing	3,900	-	-	-	-	✓		
Hollybrook-Landscape Partnership-w/MnDot (Tree Replacements as Needed)	2015	3,502	-	3,502	3,600	-	3,600	Ongoing	3,600	-	-	-	-	✓		
Subtotal:			7,313.00	0.00	7,313.00	7,500.00	0.00	7,500.00	7,500.00	0.00	0.00	0.00				
PLAYGROUND EQUIPMENT & MISC. PROJECTS:																
Replace Klapprich Park Hockey Boards	2015	30,333	27,733	2,600	2,600	-	2,600	Ongoing	2,600	-	-	-	-	✓		
Replace Klapprich Park Playground Equipment Built in 1995	2020	78,154	-	78,154	90,700	-	90,700	Ongoing	90,700	-	-	-	-	✓		
Replace Beach Playground Equipment (was replaced in 2006 & 2007)	2021	69,036	-	69,036	82,500	-	82,500	Ongoing	82,500	-	-	-	-	✓		
Subtotal:			177,522.32	27,733.00	149,789.32	175,800.00	0.00	175,800.00	175,800.00	0.00	0.00	0.00				
FORESTRY-TREE PLANTING, REMOVAL, & MANAGEMENT:																
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2015	2015	44,908	-	44,908	45,000	-	45,000	Ongoing	45,000	-	-	-	-	✓		
Prairie Maint. of City Hall, Mill St. & Road Masters Area-2015	2015	10,157	-	10,157	10,200	-	10,200	Ongoing	10,200	-	-	-	-	✓		
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2016	2016	53,303	-	53,303	55,000	-	55,000	Ongoing	55,000	-	-	-	-	✓		
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2017	2017	56,500	-	56,500	60,000	-	60,000	Ongoing	60,000	-	-	-	-	✓		
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2018	2018	58,195	-	58,195	63,600	-	63,600	Ongoing	63,600	-	-	-	-	✓		
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2019	2019	59,941	-	59,941	67,500	-	67,500	Ongoing	67,500	-	-	-	-	✓		
Planting, Removal, & Management of City Trees (Including Est. EAB Management) 2020	2020	58,195	-	58,195	67,500	-	67,500	Ongoing	67,500	-	-	-	-	✓		
Planting, Removal, & Maintenance of City Trees (Including Est. EAB Management) 2021	2021	58,195	-	58,195	69,500	69,500	-	Ongoing	69,500	-	-	-	-	✓		
Planting, Removal, & Maintenance of City Trees (Including Est. EAB Management) 2022	2022	58,195	-	58,195	71,600	71,600	-	Ongoing	71,600	-	-	-	-	✓		
Subtotal:			457,588.25	0.00	457,588.25	509,900.00	141,100.00	368,800.00	509,900.00	0.00	0.00	0.00				
TRAILS PLAN:																
Eastman Lane Sidewalk/Trail Improvements	2015	254,900	150,084	104,816	104,900	104,900	-	Ongoing	104,900	-	-	-	-	✓	Bushaway Rd Proj.... \$254,900	
Wayfinding Signs-Phase -3	2015	92,663	1,330	91,333	91,400	91,400	-	Ongoing	-	91,400	-	91,400	-	✓		
Wayfinding Signs-Phase -4	2016	37,705	-	37,705	38,900	38,900	-	Ongoing	38,900	-	-	-	-	✓		
Wayzata Boulevard - (US Bank Site to BP)	2020	250,738	-	250,738	290,700	290,700	-	Ongoing	290,700	-	-	-	-	✓		
Subtotal:			636,005.45	151,413.64	484,591.81	525,900.00	525,900.00	0.00	434,500.00	91,400.00	0.00	91,400.00				
PARKS & TRAILS BOARD PROJECTS:																
Adirondack Seating: 2 @ Depot; 3 @ Bell Courts, & 2 @ Klapprich Playground	2015	2,610	-	2,610	2,700	2,700	-	Ongoing	2,700	-	-	-	-	✓		
Bench Leating at Margaret Circle Park	2015	1,030	-	1,030	1,100	1,100	-	Ongoing	1,100	-	-	-	-	✓		
Bocce Ball Locations: City Hall / Bell Courts	2015	1,030	-	1,030	1,100	1,100	-	Ongoing	1,100	-	-	-	-	✓		
Klapprich Park-Dog Park within Hockey Boards / Include Australian Shade Sail	2015	3,183	-	3,183	3,200	3,200	-	Ongoing	3,200	-	-	-	-	✓		
Parks Brochures; Pringing of Brochures for 2015	2015	1,545	-	1,545	1,600	1,600	-	Ongoing	1,600	-	-	-	-	✓		
Plant 100 Bare Root Trees in City Parks	2015	4,120	-	4,120	4,200	4,200	-	Ongoing	4,200	-	-	-	-	✓		
Shaver Park/Marina-All Season Building/with Fire Place; Do in three phases?	2016	106,090	-	106,090	109,300	109,300	-	Ongoing	109,300	-	-	-	-	✓	Moved from 2017 to 2016	
Shaver Park-Outdoor Exercising Equipment	2017	14,420	-	14,420	15,300	15,300	-	Ongoing	15,300	-	-	-	-	✓		
Nature Center; Obtain grant to Develop Grand Plan	2018	15,450	-	15,450	16,900	16,900	-	Ongoing	16,900	-	-	-	-	✓		
Subtotal:			149,477.70	0.00	149,477.70	155,400.00	155,400.00	0.00	155,400.00	0.00	0.00	0.00				
PARKS & TRAILS BOARD NEW PROPOSED PROJECTS:																
Subtotal:			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
UNALLOCATED EXPENDITURES:																
UNALLOCATED EXPENDITURES-2015	2015	-	-	-	-	-	-	Ongoing	-	-	-	-	-	✓		
Subtotal:			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
TOTAL:			1,749,092.41	182,876.64	1,566,215.77	1,760,300.00	822,400.00	937,900.00	1,566,250.00	91,400.00	0.00	194,050.00				

City of Wayzata

Lakefront Improvement Fund Capital Project Summary Table (Fund #233)														
		Project Costs				Type of Project			Financing Source					
Project Description	Estimated Year Needed	Project Costs							Lakefront Improvement Fund					Notes
		Current Project Cost	Dollars Spent to Date	(with additional costs)	Total Cost (with Inflation)				TIF	Special Assessment	Total Other Sources	Fully Financed?		
CAPITAL IMPROVEMENTS:														
Beach Pedestrian Bridge Renovation and Stablization Project	2015	20,085	-	20,085	20,100	-	20,100	Ongoing	20,100	-	-	-	✓	
Dredging of Marina	2015	40,593	-	40,593	40,600	-	40,600	Ongoing	40,600	-	-	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2015	2015	7,318	-	7,318	7,400	-	7,400	Ongoing	7,400	-	-	-	✓	
Transient Boat Slips	2015	144,200	-	144,200	144,200	144,200	-	Ongoing	144,200	-	-	-	✓	
Wayfinding Signs-Phase -2	2015	190,600	9,523	181,078	181,100	181,100	-	Ongoing	-	181,100	-	181,100	✓	
Wayzata Lake Effect -Lakefront Improvements: Broadway to Depot & more...	2015	100,000	128,830.07	(28,830)	(28,900)	(28,900)	-	Ongoing	-	(28,900)	-	(28,900)	✓	
Depot Docks (1996) -Replace Decking and Misc. as required including lighting	2016	65,128	-	65,128	67,100	-	67,100	Ongoing	67,100	-	-	-	✓	
Broadway Docks (2000)-Replace Decking and Misc. as required including lighting	2020	134,033	-	134,033	155,400	-	155,400	Ongoing	155,400	-	-	-	✓	
Complete Replacement of Marina Docks & Decking; (Decking last replaced in 2012)	2027	219,534	-	219,534	313,100	-	313,100	Ongoing	313,100	-	-	-	✓	
Subtotal:		921,491.08	138,352.57	783,138.51	900,100.00	296,400.00	603,700.00		747,900.00	152,200.00	0.00	152,200.00		
LMCD (Yearly Levy):														
LMCD Levy-2015	2015	45,020	-	45,020	45,100	-	45,100	Ongoing	45,100	-	-	-	✓	
Subtotal:		45,020.35	0.00	45,020.35	45,100.00	0.00	45,100.00		45,100.00	0.00				
Park and Trails Board Projects:														
Provide Space for Food Vendor in Beach House	2015	20,600	-	20,600	20,600	20,600	-	Ongoing	20,600	-	-	-	✓	
Beach-Adirondack Chairs	2015	1,957	1,820	137	200	200	-	Ongoing	200	-	-	-	✓	New Line Item/258/Chair
Beach-Drinking Fountain	2015	7,725	-	7,725	7,800	7,800	-	Ongoing	7,800	-	-	-	✓	Moved to 2015
Beach-H Dock in Swimming Area: \$55,000 or U Dock; Phase 1: \$42,000	2015	43,260	-	43,260	43,300	43,300	-	Ongoing	43,300	-	-	-	✓	Moved from 2016 to 2015
Depot Area Bathroom Facilities	2015	-	-	-	-	-	-	Ongoing	-	-	-	-	✓	
Lake Front Ice Skating-Just West of Lake Entrance from Beach During Winter Season	2015	1,030	-	1,030	1,100	1,100	-	Ongoing	1,100	-	-	-	✓	
Paddle Ball Court (1) by Volley Ball Courts @ Shaver Park	2017	56,650	-	56,650	60,100	60,100	-	Ongoing	60,100	-	-	-	✓	
Subtotal:		131,222.00	1,820.00	129,402.00	133,100.00	133,100.00	0.00		133,100.00	0.00	0.00	0.00		
PARKS & TRAILS BOARD APPROVED PROPOSED PROJECTS:														
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00		
UNALLOCATED EXPENDITURES:														
UNALLOCATED EXPENDITURES-2015	2015	-	-	-	-	-	-	Ongoing	-	-	-	-	✓	
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00		
TOTAL:		1,097,733.43	140,172.57	957,560.86	1,078,300.00	429,500.00	648,800.00		926,100.00	152,200.00	0.00	152,200.00		

1. This Capital Improvement Plan funds the major maintenance costs of the City's marina a lakefront property as well as the City's contribution to the Lake Minnetonka Conservation District (LMCD).
2. The major revenue source is generated by the net profit from the City's marina and fees for charter boats using the Depot Docks.
3. Operating costs for the marina, docks and the City's lakefront property is funded primarily by property taxes and paid out of the Parks Department budget in the General Fund.