



WAYZATA PARKS AND TRAILS BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Wednesday, March 19, 2025

6:00 PM

- 1. Call to Order and Roll Call**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - a. February 19, 2025 Parks and Trails Board Meeting Minutes
- 4. Public Comments**
- 5. Old Business**
 - a. Klapprich Park Update
 - b. Sunday Music in the Park Update
- 6. New Business**
 - a. Shaver Park and City Hall Park Master Plan Discussion
 - b. Spring Splash Participation
- 7. Other Business**
 - a. Communications Recap
 - b. Staff Updates
 - c. Future Agenda Items
- 8. Adjourn**
 - a. Next Meeting - April 16

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.



Parks and Trails Board Meeting Minutes
Wednesday, February 19
Wayzata City Hall - Community Room

Attendees: Chair Tory Schalke, Bianca Jensen, Sarah Showalter, and Blake Cameron

Staff: Nick Kieser, Parks and Environment Planner

1. **Call to Order and Roll Call:** The meeting was called to order at 6:06 PM by Chair Schalke.
2. **Approval of Agenda:** Motion to approve agenda by Schalke, seconded by Showalter.
Approved unanimously.
3. **Approval of Minutes:** Motion to approve minutes by Schalke, seconded by Showalter.
Approved unanimously.

4. **Public Comments:**

Tom Schwalbe attended the meeting and noted the following two items:

- The staircase by Library/ City Hall is not shoveled in winter, but some residents suggested it should be shoveled regularly so people can use it. In previous years, the staircase was blocked off entirely in the winter.
- Mr. Schwalbe shared that the area between the beach concession and the parking lot is always muddy in summer because grass cannot grow well because it is a high traffic area.

Staff noted that these comments will be passed along for further discussion and review.

5. **Old Business:**

- a. **Klapprich Park Update and Plan Review:** Board reviewed two concepts for hillside embankment slide/ stairs from WSB. Concept 2 was viewed as not doable because of the number of trees needing to be removed. The board needs to decide if there is still a desire to have the play equipment included near hillside stairs. When adding a slide and play features, there is a requirement to also include similar equipment that is ADA compliant.

Suggestions were made to move the stairs/embankment slide to the west side of the park, above the new playground. Have the stairs going to Park Street. The board noted that they would remove the embankment climbing equipment and just do the slide and stairs. This should save money since we will need significantly less stairs than Concepts 1 & 2.

Staff will send these comments to the consultants to create new plans for the Board to review. Since the construction documents need to be completed by mid-March, staff will schedule a workshop to discuss and finalize this portion of the overall project.

- b. Sunday Music in the Park Artists:** Staff has confirmed three bands for the concert series but still needs to find one more band. The current bands are Jimmi and the Band of Souls, Salsa del Soul, and Potluck String Band

The Board discussed options for the last concert opening and noted that Westwind Swing Band is the first choice. Ditchweed would be the second choice if Westwind is not able to play. Staff will work to schedule the last concert series and get the agreements on a future Council meeting.

- c. Family Skate Day Review:** The Board discussed the success of the Family Skate Day event. The event was well attended. Board noted that the speakers did not amplify the music well, so in the future, the Board can bring their own speakers. A positive addition this year was having hot chocolate available. A Board Member could work inside the warming house to help with hot chocolate, skate rental, etc. Adding a hockey stick holder outside the warming house and possibly adding a vending machine inside the warming house could both be beneficial items to consider for future events.

6. New Business:

- a. Maple Tree Tapping:** Board discussed ideas for the tree tapping program 2025 and future years. Ideas for this year are to partner with Three Rivers, have former Board Member Babcock run the program, or make it a DIY experience with a rental option for equipment. Babcock has agreed to lead the program again for 2025 if she is compensated for her time. Board noted that they should try to partner with Babcock in 2025 and look at different options with Three Rivers in 2026.

If Council approves to compensate Babcock for her time, the City will move forward with partnering with her for 2025, if Council does not approve the agreement, then staff will work on a DIY version of the program.

- b. Discuss P&T Master Plan Update:** Board wishes to look at the current Master Plan to and see what it wants to revise and the vision for each park in the future. A goal is to look at each park and categorize it as a neighborhood or city park and review the needs of each one and make a list of priorities. The Board agreed that the first two parks to review should be Shaver Park and City Hall Park.

Board also wanted to discuss the options for a more reliable and consistent funding source for park projects.

7. Other Business

a. Communications Recap:

- i. A reservation system should be operational for tennis and perhaps warming house in the next couple of months.
- ii. A sign at Bell Courts to inform pickleball and tennis players they can use the Middle School courts would be a good addition when the season starts.

b. Staff Updates:

- i. Chair Schalke reached out to Lions Club to determine potential financial support for the Wayzata Parks.
- ii. Tonka Boat Rental is moving forward to present in front of Council soon. Duffy Boats will most likely not be happening this year due to the upgrades needed for the electric infrastructure.
- iii. Excelsior Sauna is still going through some legal issues within their own company so they will not be operational this year. There is still an option to offer this in 2026.
- iv. Great River Greening will start work on buckthorn removal in the Nature Center soon.

c. Future Agenda Items

- i. Master Plan – Shaver Park and City Hall Park
- ii. Maple Tree Tapping
- iii. Sunday Music in the Park Update
- iv. Klapprich Park Updates

8. Adjourn

- a.** The meeting was adjourned at 8:04 PM by Chair Schalke, seconded by Sarah Showalter.



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 5.a
TITLE: Klapprich Park 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:

Staff will present the construction documents to the City Council at its meeting on March 25. During this meeting, staff will also seek authorization to initiate the bidding process for the project. The Board is invited to review the proposed timeline below and discuss any questions or concerns related to the project.

Proposed Timeline

The estimated timeline for the bidding process and potential construction start is listed below.

March

- Finalize construction plans
- Authorization from Council to put project out to bid on March 25

April

- Bids due at the end of April

May

- Council to approve a bid on May 6

Construction Start

- The construction start will be noted in the bidding documents to be as soon as possible.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 5.b
TITLE: Sunday Music in the Park 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:

The budget for Sunday Music in the Park is \$9,000.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Staff has confirmed the following dates and costs:

- August 3 - Westwind Swing Band (\$700)
- August 10 - Jimmi and the Band of Souls (\$500)
- August 17 - Salsa Del Soul (\$1,200)
- August 24 - Potluck String Band (\$600)

The production company that typically supports these concerts, Twin Cities Sound, is going out of business. As a result, staff has been reaching out to alternative production companies to assess their ability to provide services at a comparable cost. Once a production company is selected, agreements with both the production company and the artists will be presented for approval at an upcoming City Council meeting. Staff has received one proposal to date, which is attached for review.

ATTACHMENTS:

1. City of Wayzata VSI Contract 2025



Live Performance Production Contract

Customer: City of Wayzata
Customer Address: 600 Rice Street E / Wayzata, MN. 55391
Contact: Nick Kieser
E-mail: nkieser@wazata.org

Event: Wayzata Sunday Music in the Park 2025
Event Date: (Sundays) 8/3, 8/10, 8/17, 8/24/2025
Event Location: Pavillion @ The Great Lawn 851 Lake Street E / Wayzata, MN
Event Time: 4:30pm to 6pm
Load In Time: (Friday) 1pm

Production Price: \$1,000.00 per Sunday (x4) = \$4,000.00

Payment Terms: \$2,000.00 (Non-refundable) Deposit & \$2,000.00 Balance upon completion

Main Stage Production Requirements:

Concert Audio System Package (1x)Top over (1x)Bottom per side (10.8kW Stereo House)
32Ch Digital House Mixing System
(4-Mix) Stage Monitor Package
Microphone Package (Microphones, Cables, Stands & Direct Boxes)
(1x) Technician
Delivery / Set-Up / Tear-Down

- Customer is responsible for all performers "backline" needs or rider requirements (Drums, Keyboards, Guitar Amplifiers, etc)
- Customer to provide EZ access for load-in & load-out.
- Event cancelation within 48hrs of performance / payment is due in full
- Event cancelation 48hrs+ / 50% payment is due.
- Customer will be responsible for all security.
- Customer responsible for all inspections and permits as necessary.

Date: _____

Date: _____

VSI Productions

By: _____

By: Christopher J. Vnak



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 6.a
TITLE: Shaver Park and City Hall Park Master Plan 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:

The Board expressed interest in reviewing the information in the Parks and Trails Master Plan for each park to assess whether updates are needed. The first two parks selected for review are Shaver Park and City Hall Park/Children's Garden. These discussions will also help determine whether the Parks and Trails Master Plan should be updated and identify priority areas for future improvements. The link below provides access to the Parks and Trails Master Plan, with information on Shaver Park beginning on page 53 and City Hall Park on page 67.

[Parks and Trails Master Plan](#)

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 6.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:

This year's Spring Splash will take place on Saturday, May 17, from 10:00 AM to 12:00 PM. Event organizers have contacted Board Member Showalter to confirm the Board's interest in participating again this year. Traditionally, the Board sets up an informational table to promote the Wayzata parks system and educate attendees about ongoing projects and initiatives.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 7.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 19, 2025	AGENDA ITEM: 7.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:

Great River Greening Grant - GRG has completed the first phase of restoration work, which involved the removal and treatment of buckthorn around the Nature Center. This effort will continue over the next two years to prevent the regrowth of this invasive species and ensure long-term restoration success.

Reservation System - Staff has approved a reservation system. Training of staff has been started and the reservation system is close to being finalized. Once the reservation system is finalized, then a link will be added to the City's website for residents to reserve the tennis courts. The Board can also review the reservation system and pass along any comments to staff about any proposed changes with this link: <https://cityofwayzatamn.myesoftplanner.com/>.

Maple Tree Tapping – The City Council has approved an agreement with former Board Member Babcock to lead this year's Maple Tree Tapping Program. As of March 13, 13 participants have completed sign-up forms for themselves and/or their families. Additionally, staff will be meeting with Three Rivers in the near future to discuss potential collaboration on a future maple tree tapping program.

ATTACHMENTS:

None



City of Wayzata Parks and Trail Board Agenda Report

MEETING DATE: March 19, 2025	AGENDA ITEM: 7.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 19, 2025	AGENDA ITEM: 8.a
TITLE: Next Meeting - April 16	
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 16. The 2025 City Calendar is attached.

ATTACHMENTS:

1. Wayzata Calendar 2025
2. Wayzata Parks and Trails Board Minute Taking Schedule

City of Wayzata 2025 Meeting Calendar



January 2025						
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 2025						
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	

March 2025						
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					

April 2025						
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			

May 2025						
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

June 2025						
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					

July 2025						
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		

August 2025						
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						

September 2025						
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				

October 2025						
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	

November 2025						
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						

December 2025						
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			

Energy & Environment 5:30 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

Night to Unite

Holiday Observed
City Offices Closed

Precinct Caucuses - no statewide caucus in 2025

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

Revised
9/24/2024

Wayzata Parks and Trails Board

2025 Schedule for Taking Meeting Minutes

Date	Committee Member
January 15	Staff
February 19	Jensen
March 19	Yorro
April 16	Cameron
May 21	Schalkle
June 18	Showalter
July 16	Randolph
August 20	Erard
September 17	Jensen
October 15	Yorro
November 19	Cameron
December 17	Schalkle