

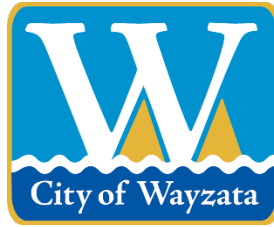
# WAYZATA PARKS AND TRAILS BOARD

## Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street  
Wednesday, April 16, 2025  
6:00 PM

1. **Call to Order and Roll Call**
2. **Approval of Agenda**
3. **Approval of Minutes**
  - a. March 11, 2025 Parks and Trails Board Workshop Minutes
  - b. March 19, 2025 Parks and Trails Board Meeting Minutes
4. **Public Comments**
5. **Old Business**
  - a. Klapprich Park Update
  - b. Master Plan Discussion - Heritage Park and Post Office Park
6. **New Business**
  - a. Maple Tree Tapping
7. **Other Business**
  - a. Communications Recap
  - b. Staff Updates
  - c. Future Agenda Items
8. **Adjourn**
  - a. Next Meeting - May 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.



**Parks and Trails Board Workshop Minutes**  
**Tuesday, March 11, 2024**  
**Wayzata City Hall - Community Room**

**Attendees:** Chair Tory Schalkle, Sarah Randolph, Bianca Jensen, Blake Cameron, JP Yorro, and Christian Erard.

**Staff:** Community Development Director, Alex Sharpe.

**Additional Attendees:** Tim Solomonson, Project Manager from Midwest Playscapes and Robert Slipka, Senior Professional Landscape Architect II from WSB.

1. **Call to Order and Roll Call:** Meeting was called to order at 5:03 PM by Chair Schalkle.
2. **Approval of Agenda**
3. **Klapprich Park Plan Review:** Consultants Slipka and Solomonson introduced the park improvement project, past decisions, direction from City Council, and an overview of the two concepts for the slide and pedestrian access from Klapprich Park to Park St. E. The introduction included the background on the three slides as noted below:
  - Long slide utilizing the site grade – primary slide
  - ADA accessible slide – required installation
  - Large slide to the west of the long slide.

Consultant Slipka stated that park features are divided into individual bid alternates so that the City is able to select each item independently from one another.

Consultant Slipka noted that either concept would require some tree removals. The City Forester provided the Board and consultants with a tree inventory and noted which trees could be removed and which should be preserved.

Commissioners discussed the two concept options presented and noted positives and negatives for both. Commissioners provided staff and the consultants direction that slide option 2 was preferred. In addition, the commissioners sought an additional revision to the plans to evaluate whether the primary long slide option

could be made longer to span from Park St. E. at the crest of the hill to the bottom of the hill grade.

Consultant Solomonson noted that this could be evaluated and included in the 90% bid documents for the project.

The Board also provided the following guidance to staff and the consultants:

- Minimize railings and visual impacts where possible.
- Create breaks in railing spans to ensure children are not able to slide down a single long span of railing, particularly adjacent to the stairs traversing the hill.
- Design of retaining walls should utilize the larger concrete block proposed by the consultants. This provides a space to sit, and offers the walls as a play feature, enhancing the park.

**4. Adjourn:** The workshop was adjourned at 6:07 PM.



**Parks and Trails Board Meeting Minutes**  
**Wednesday, March 19, 2025**  
**Wayzata City Hall - Community Room**

**Attendees:** Chair Tory Schalkle, Sarah Showalter, Bianca Jensen, and Christian Erard.

**Staff:** Community Development Director, Alex Sharpe and Parks and Environment Planner, Nick Kieser.

1. **Call to Order and Roll Call:** Meeting was called to order at 6:16 PM by Chair Schalkle.
2. **Approval of Agenda:** Motion to approve the agenda by Showalter, seconded by Erard. Motion approved unanimously.
3. **Approval of Minutes:** Motion to approve minutes with one revision to correct Chair Schalkle's name by Showalter, seconded by Erard. Motion approved unanimously.
4. **Public Comments:** No public comments were provided.
5. **Old Business:**
  - a. **Klapprich Park:** Staff presented the Klapprich Park update and noted that the solicitation of bid process will be presented to Council on March 25, 2025. Staff stated that the Council will not be making a decision on whether specific park elements will proceed, rather that the City solicit for bids on the park elements with alternates for each park element to ensure the project can stay within budget. Staff will propose to solicit bids for all elements of the park improvement project.

Chair Schalkle noted that he could attend Council if specific items would be discussed, but if this Council will only be discussing the solicitation then he attend the Council meeting where decisions are made.

- b. Sunday Music in the Park Update:** Staff provided an update the previous sound company that the city normally works with, Twin Cities Sound, is going out of business. Staff has received a couple of proposals from other sound companies that can help with the concert series this year. The Board noted that they are comfortable moving forward with the company, VSI, to provide sound services for the concerts. Staff will finalize contracts with the artists and sound company to be placed on a future Council meeting for approval.

**6. New Business:**

- a. Shaver Park and City Hall Park Master Plan Discussion:** Planner Kieser presented the history and current information on the Parks and Trails Master Plan.

Chair Schalkle noted that he would like to have yearly updates on the plan and yearly budget review for each budgeted item in the Master Plan. He also noted that the Board noted that they would like to reevaluate the Master Plan park by park. The first two parks to be reviewed were Shaver Park and City Hall Park. Board member Erard echoed this sentiment and stated that he felt the full plan should be reevaluated.

Planner Kieser stated that each park is being presented to the Board to determine if the full plan needed to be updated or if specific parks were a priority. He also noted that the act of significantly altering the adopted parks plan would require public outreach and engagement.

Chair Schalkle noted he felt the full Master Plan should be updated for each park and that the changes could be minor enough that public outreach may not be necessary.

Director Sharpe stated that some level of public outreach is a best practice when an adopted plan is amended. The extent of the changes would dictate the outreach but if a significant number of parks in the plan are proposed to be updated public outreach would be a requirement. He also noted that the update could occur as part of the 2050 Comprehensive Plan, which has built in outreach and may be an efficient use of resources and funds available.

Chair Schalkle noted that he would like the update to occur in 2025 and not in future years when the Comprehensive Plan update would begin. He stated a desire to utilize or shift the funds available through TIF or the Comprehensive Plan to update the parks plan sooner.

Director Sharpe noted that unfortunately park planning is not an item where TIF funds can be allocated and that the Comprehensive Plan budget is underfunded at this time. Planner Kieser presented the adopted park plan for Shaver Park.

The board discussed the park and had the following comments:

- Desire for more natural passive park vs. activities, structures, and active recreation.
- Picnic area needs improvements and funding to improve the area.
- The sand volleyball courts are not utilized, in a low area, and either need significant improvement, to be moved to a new location in the park, or removed entirely.

Planner Kieser then presented on the upcoming projects at City Hall Park with a new sidewalk. Planner Kieser also noted that items such as this sidewalk are in the current Master Plan and if the Board were to propose changes that most CIP projects for parks would be held until the new plan was adopted.

Planner Kieser and Chair Schalkle will touch base to discuss how to bring this discussion to the Board in the future.

- b. Spring Splash Participation:** Board Member Showalter provided an update for Spring Splash and provided past experience on the Board's attendance at the event. Spring Splash is scheduled to be on Saturday, May 17 from 10:00 am – 12:00 pm. Chair Schalkle and Board member Erard volunteered to attend the event for 2025. Staff can help with any tabling materials and cornhole.

## **7. Other Business**

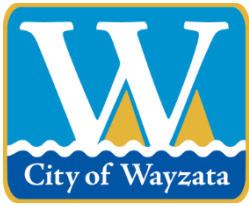
- a. Communication Recap:** No updates for communications.

**b. Staff Updates:**

- i. Chair Schalkle noted that a tree should be planted and a sign installed to honor former Board Member Babcock her service to the City.
- ii. Planner Kieser presented an update on the Great River Greening grant to remove buckthorn at the Nature Center. Great River Greening have

finished most of the buckthorn removal and will return over the next two years to ensure the invasive species are removed.

8. **Adjourn:** Motion to adjourn meeting at 7:17 PM by Showalter, seconded by Erard. Approved unanimously.



## City of Wayzata Parks and Trail Board Agenda Report

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 5.a
<b>TITLE:</b> Klapprich Park Update	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> 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 solicitation of bids at their March 18 meeting with no changes. The bids are currently open for review and responses are due on Tuesday, April 29. WSB and HCM have sent the bids to contractors that they normally work with and the bids are also communicated in the Sun Sailor and Finance & Commerce.

**Proposed Timeline**

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

April

- Bids due on April 29.
- Bid openings on April 29 at 2:00 pm.

May

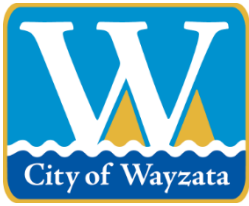
- Council to approve a bid on May 6

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

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 5.b
<b>TITLE:</b> Master Plan Discussion - Heritage Park and Post Office Park	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> 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. 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. Attached to the packet are Master Plan pages specifically for the Heritage Park and Post Office Park improvements.

[Parks and Trails Master Plan](#)

**ATTACHMENTS:**

1. Heritage Park and Post Office Park Proposed Improvements



## HERITAGE PARK EXISTING CONDITIONS

# HERITAGE PARK

## EXISTING CONDITIONS

From 1912 to 2000, this property was known as Batson's Corner, as the Batson family owned and farmed this area of land. The small park honors the City's heritage, as well as those who served in the armed forces. A veterans' memorial is located on the east side of the park.

The park offers several perennial gardens and features a public bus shelter, extensive landscaping, a brick-lined walking path, and a number of benches, which recognize local residents and families. The park is used for community gatherings and annually for Veteran's Day and Memorial Day ceremonies.



*Existing entry and signage from Central + Wayzata Blvd.*



*Existing border along Wayzata Boulevard.*



*Built in seating, leaves little room for flexibility.*



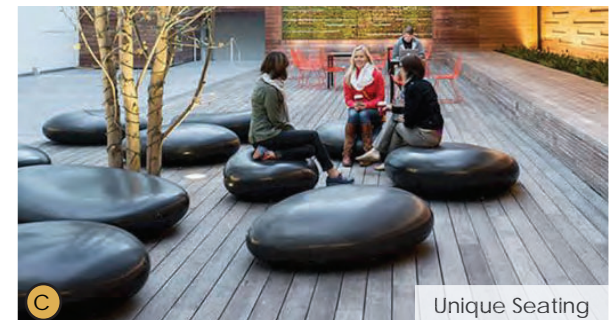
## HERITAGE PARK PROPOSED PLAN

## PROPOSED DESIGN

The proposed plan adds minor elements to make the park more usable and inviting. A new, small games/ picnic area is centered toward the entry. Additional movable Adirondack seating will allow for more comfortable seating. Additional connections to the bus stop open up the park to people passing by or waiting for the bus. A more direct connection to the adjacent business district to the east should be further explored.

## IMPROVEMENT OVERVIEW

- Addition of picnic/ game tables and various seating
- Connections to business district





POST OFFICE POCKET PARK EXISTING CONDITIONS

# POST OFFICE POCKET PARK

## EXISTING CONDITIONS

Post Office Pocket Park is located on Minnetonka Avenue South across the street from the historical 1941 WPA Wayzata Post Office. It offers a quiet place to read or meet and chat with friends. Each year, volunteers plant flowers and maintain the gardens in the park.

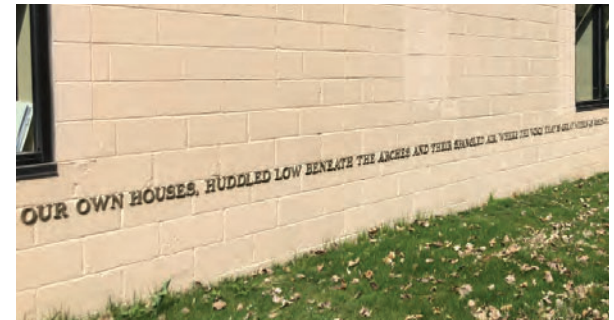
Designed by internationally renowned, Minneapolis based artist Siah Armajani, this small “pocket park” was a gift to the city from Lucy and Judy Dayton in 1996. It is meant to be a calming place for people to meet and enjoy. The layout and design of the benches in the park contribute to the park’s artistry. Armajani’s design begins with a sculpture entrance to the park and leads to a boardwalk loop with benches he designed to encourage visitors to pause. He also chose the poetry affixed the building adjacent to the park.

## PROPOSED DESIGN

This quiet “old Wayzata” pocket park will remain preserved.



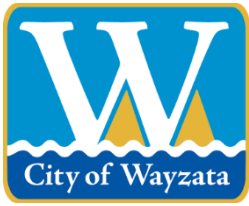
*Existing entry gateway/sculpture.*



*An existing quote along the building.*



*Existing custom benches along the wood-planked path.*



## City of Wayzata Parks and Trail Board Agenda Report

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 6.a
<b>TITLE:</b> Maple Tree Tapping	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> Mike Kelly, City Engineer/Director of Public Works	

**ACTION REQUESTED:**

N/A

**FINANCIAL OR BUDGET CONSIDERATION:**

Three Rivers Park District noted that the cost for their help would be \$112.50 - \$225 per hour depending on what type of activity is chosen.

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

**BACKGROUND:**

Staff has met with representatives from Three Rivers Park District (TRPD), who expressed interest in supporting a potential Maple Tree Tapping Program. TRPD has extensive experience conducting similar programs throughout the metro area and has knowledgeable staff dedicated to this type of educational outreach. Linked below is a TRPD webpage that offers educational resources related to maple tree tapping.

[TRPD Webpage](#)

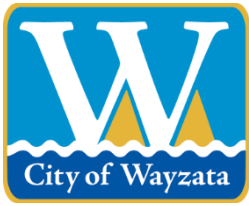
During the discussion, TRPD staff indicated they could assist in hosting educational events as part of the program. One proposed idea involves offering a class in early March focused on the natural history of maple tapping, along with instruction on how to tap trees. A second event could then be held in late March to provide education on the history of maple syrup and demonstrate how to process sap into syrup.

TRPD noted that they would not be able to facilitate a community sap boil due to the significant time commitment and limited staff capacity. However, they did offer the option of boiling the sap at their own facility at Gale Woods, should that be of interest.

The Board is invited to discuss this opportunity and consider whether to pursue a partnership with TRPD to implement the Maple Tree Tapping Program.

**ATTACHMENTS:**

None



**City of Wayzata  
Parks and Trail Board  
Agenda Report**

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 7.a
<b>TITLE:</b> Communications Recap	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> Mike Kelly, City Engineer/Director of Public Works	

**ACTION REQUESTED:**

N/A

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

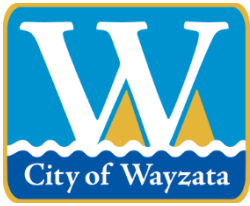
N/A

**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

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 7.b
<b>TITLE:</b> Staff Updates	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> Mike Kelly, City Engineer/Director of Public Works	

**ACTION REQUESTED:**

N/A

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

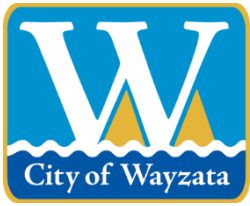
N/A

**BACKGROUND:**

Staff can provide any updates at the meeting.

**ATTACHMENTS:**

None



## City of Wayzata Parks and Trail Board Agenda Report

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 7.c
<b>TITLE:</b> Future Agenda Items	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> Mike Kelly, City Engineer/Director of Public Works	

**ACTION REQUESTED:**

N/A

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

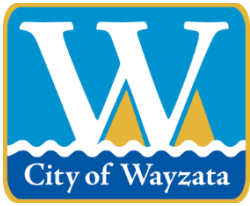
N/A

**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

<b>MEETING DATE:</b> April 16, 2025	<b>AGENDA ITEM:</b> 8.a
<b>TITLE:</b> Next Meeting - May 21	
<b>PROPOSED MOTION:</b>	
<b>PREPARED BY:</b> Nick Kieser, Parks and Environment Planner	
<b>REVIEWED BY:</b> 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 May 21. 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
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February 2025						
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March 2025						
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April 2025						
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May 2025						
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June 2025						
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July 2025						
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August 2025						
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September 2025						
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October 2025						
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November 2025						
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December 2025						
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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