Wayzata Parks and Trails Board
Meeting Agenda

Wednesday, November 18, 2015
5:30 pm

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

1. **Call to Order, Roll Call**
2. **Approval of November 18, 2015 Meeting Agenda**
3. **Approval of Minutes of October 28, 2015 Board Meeting**
4. **Old Business**
   a. **Finalize Parks & Trails Board Vision statement and confirm Mission**
   b. **Review program priorities for Website and Litfin for 2016**
   c. **Finalize priorities for 2016 as presented to Council in August and any revisions to same**
   d. **Revisit unfinished business from previous 2015 board meetings**
   e. **Board Structure**
   f. **Non Profit discussion and grant priorities and procedures**
5. **New Business (No New Business Items listed in agenda for this board meeting)**
   a.
6. **Adjourn**

City of Wayzata

Parks and Trails Improvement Fund Capital Project Summary Table (Fund #404)

2016 PROJECTS		Project Costs				Type of Project			Financing Source					
Project Description	Estimated Year Needed	Current Project Cost	Dollars Spent to Date	Project Costs (with additional costs)	Total Cost (with Inflation)	New	Maintenance	Status	Parks and Trails Improvement Fund	TIF	Special Assessment	Total Other Sources	Fully Financed?	Notes
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	-	-	-	-	Ongoing	-	-	-	-	✓	Completed
Hollybrook-Landscape Partnership-w/MnDot (Tree Replacements as Needed)	2015	3,502	3,502	-	-	-	-	Ongoing	-	-	-	-	✓	Completed
Subtotal:		7,313.00	7,313.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00		
PLAYGROUND EQUIPMENT & MISC. PROJECTS:														
Replace Klapprich Park Hockey Boards	2015	30,333	30,333	-	-	-	-	Ongoing	-	-	-	-	✓	Completed
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	30,333.00	147,189.32	173,200.00	0.00	173,200.00		173,200.00	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	-	-	-	✓	Completed
Prairie Maint. of City Hall, Mill St. & Road Masters Area-2015	2015	10,157	10,157	-	-	-	-	Ongoing	-	-	-	-	✓	Completed
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	10,156.90	447,431.35	499,700.00	141,100.00	358,600.00		499,700.00	0.00	0.00	0.00		
TRAILS PLAN:														
Eastman Lane Sidewalk/Trail Improvements-FINISH IN 2016	2015	254,900	150,084	104,816	104,900	104,900	-	Ongoing	104,900	-	-	-	✓	Bushaway Rd Proj...: $254,900
Wayfinding Signs-Phase -3	2016	92,663	1,330	91,333	94,100	94,100	-	Ongoing	-	94,100	-	94,100	✓	Moved to 2016
Wayfinding Signs-Phase -4	2017	37,705	-	37,705	40,100	40,100	-	Ongoing	40,100	-	-	-	✓	Moved to 2017
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	529,800.00	529,800.00	0.00		435,700.00	94,100.00	0.00	94,100.00		
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	-	-	-	✓	Complete
Klapprich Park-Dog Park within Hockey Boards / Include Australian Shade Sail	2015	3,183	-	3,183	3,200	3,200	-	Ongoing	3,200	-	-	-	✓	Complete
Parks Brochures; Pringing of Brochures for 2015	2015	1,545	-	1,545	1,600	1,600	-	Ongoing	1,600	-	-	-	✓	Complete
Bench Leating at Margaret Circle Park	2016	1,030	-	1,030	1,100	1,100	-	Ongoing	1,100	-	-	-	✓	Move to 2016
Bocce Ball Locations: City Hall / Bell Courts	2016	1,030	-	1,030	1,100	1,100	-	Ongoing	1,100	-	-	-	✓	Move to 2016
Plant 100 Bare Root Trees in City Parks	2016	4,120	-	4,120	4,300	4,300	-	Ongoing	4,300	-	-	-	✓	Move to 2016
Nature Center; Obtain grant to Develop Grand Plan	2018	15,450	-	15,450	16,900	16,900	-	Ongoing	16,900	-	-	-	✓	
Subtotal:		28,967.70	0.00	28,967.70	30,900.00	30,900.00	0.00		30,900.00	0.00	0.00	0.00		
PARKS & TRAILS BOARD NEW APPROVED PROJECTS:														
Adirondack Seating for City Parks	2016	3,800	-	3,800	4,000	4,000	-	Ongoing	4,000	-	-	-	✓	
Marina Improvements-Seating & Fire Place-Phase I	2016	10,000	-	10,000	10,300	10,300	-	Ongoing	10,300	-	-	-	✓	
Outdoor Musical Instruments	2017	10,000	-	10,000	10,700	10,700	-	Ongoing	10,700	-	-	-	✓	Updated Est. fom P&T Board
Adirondack Seating for City Parks	2018	3,800	-	3,800	4,200	4,200	-	Ongoing	4,200	-	-	-	✓	
Adirondack Seating for City Parks	2019	45,000	-	45,000	50,700	50,700	-	Ongoing	50,700	-	-	-	✓	
Marina/Shaver Park Improvements-Phase II	2019	20,000	-	20,000	22,600	22,600	-	Ongoing	22,600	-	-	-	✓	
Marina/Shaver Park Improvements-Phase III	2021	50,000	-	50,000	59,800	59,800	-	Ongoing	59,800	-	-	-	✓	
Subtotal:		142,600.00	0.00	142,600.00	162,300.00	162,300.00	0.00		162,300.00	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:		**1,771,182.41**	**202,946.54**	**1,568,235.87**	**1,781,700.00**	**864,100.00**	**917,600.00**		**1,584,950.00**	**94,100.00**	**0.00**	**196,750.00**		

City of Wayzata

Lakefront Improvement Fund Capital Project Summary Table (Fund #233)

2016 PROJECTS

Project Description	Estimated Year Needed	Project Costs: Current Project Cost	Dollars Spent to Date	Project Costs (with additional costs)	Total Cost (with Inflation)	Type of Project: New	Maintenance	Status	Financing Source: Lakefront Improvement Fund	TIF	Special Assessment	Total Other Sources	Fully Financed?	Notes
CAPITAL IMPROVEMENTS:														
Beach Pedestrian Bridge Renovation and Stablizatioin Project	2015	20,085	-	20,085	20,100	-	20,100	Ongoing	20,100	-	-	-	✓	Under Contract as of 11/13/2015
Dredging of Marina-Show as Complete-Moved to Maint. CIP	2015	-	-	-	-	-	-	Ongoing	-	-	-	-	✓	Moved to Maint. CIP
Marina Maintenance / Minor Repairs / Landscaping-2015	2015	7,318	-	7,318	7,400	-	7,400	Ongoing	7,400	-	-	-	✓	Complete
Transient Boat Slips	2015	144,200	144,200	-	-	-	-	Ongoing	-	-	-	-	✓	Complete
Wayfinding Signs-Phase -2	2016	190,600	9,523	181,078	186,600	186,600	-	Ongoing	-	186,600	-	186,600	✓	Moved to 2016
Wayzata Lake Effect -Lakefront Improvements: Broadway to Depot & more…	2016	100,000	128,830.07	(28,830)	(29,700)	(29,700)	-	Ongoing	-	(29,700)	-	(29,700)	✓	Moved to 2016
Depot Docks (1996) -Replace Decking and Misc. as required including lighting	2017	65,128	-	65,128	69,100	-	69,100	Ongoing	69,100	-	-	-	✓	
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:		880,898.09	282,552.57	598,345.52	722,000.00	156,900.00	565,100.00		565,100.00	156,900.00	0.00	156,900.00		
LMCD (Yearly Levy):														
LMCD Levy-2015	2015	45,020	-	45,020	45,100	-	45,100	Ongoing	45,100	-	-	-	✓	Complete
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	-	-	-	-	Ongoing	-	-	-	-	✓	Complete
Beach-Adirondack Chairs	2015	1,957	1,957	-	-	-	-	Ongoing	-	-	-	-	✓	Complete
Beach-Drinking Fountain	2015	7,725	7,725	-	-	-	-	Ongoing	-	-	-	-	✓	Complete
Beach-H Dock in Swimming Area: $55,000 or U Dock; Phase 1: $42,000	2015	43,260	43,260	-	-	-	-	Ongoing	-	-	-	-	✓	Complete
Lake Front Ice Skating-Just West of Lake Entrance from Beach During Winter Season	2016	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	73,542.00	57,680.00	61,200.00	61,200.00	0.00		61,200.00	0.00	0.00	0.00		
PARKS & TRAILS BOARD NEW APPROVED PROJECTS:														
Improved Depot Bathroom Facilities	2016	10,000	-	10,000	10,300	10,300	-	Ongoing	10,300	-	-	-	✓	Had No Budget in 2015
Subtotal:		10,000.00	0.00	10,000.00	10,300.00	10,300.00	0.00		10,300.00	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:		**1,067,140.44**	**356,094.57**	**711,045.87**	**838,600.00**	**228,400.00**	**610,200.00**		**681,700.00**	**156,900.00**	**0.00**	**156,900.00**		

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.

Maintenance Fund Fund Capital Project Summary Table

2016 PROJECTS

Project Description	Estimated Year Needed	Project Costs: Current Project Cost	Dollars Spent to Date	Project Costs (with additional costs)	Total Cost (with Inflation)	Type of Project: New	Maintenance	Status	Financing Source: Maintenance Fund Fund	Total Other Sources	Fully Financed?	Notes
GENCIP-BELL COURTS PAVILLION; BUILDING:												
Repainting of Exterior of Building	2016	8,487	-	8,487	8,800	-	8,800	Ongoing	8,800	-	✓	
Bell Courts Pavilion; Replace Siding on Building Exterior	2017	7,426	-	7,426	7,900	-	7,900	Ongoing	7,900	-	✓	
Replace Missing Glass at Bell Ct Pavillion	2017	7,000	-	7,000	7,500	7,500	-	Ongoing	7,500	-	✓	Get Project Cost Estimate
Subtotal:		22,913.00	0.00	22,913.00	24,200.00	7,500.00	16,700.00		24,200.00	0.00		
GENCIP-BUILDINGS; DEPOT:												
Replace Boiler	2025	15,914	-	15,914	21,400	-	21,400	Ongoing	21,400	-	✓	
Replace Water Heater	2025	2,122	-	2,122	2,900	-	2,900	Ongoing	2,900	-	✓	
Replace Air Handling Unit	2030	8,487	-	8,487	13,300	-	13,300	Ongoing	13,300	-	✓	
Replace Condensing Unit	2030	4,244	-	4,244	6,700	-	6,700	Ongoing	6,700	-	✓	
Subtotal:		30,767.00	0.00	30,767.00	44,300.00	0.00	44,300.00		44,300.00	0.00		
GENCIP-BUILDINGS; FIRE STATION:												
Paint Interior (walls, trim) 6,000 sq ft @ $1.00 sq ft	2018	6,365	-	6,365	7,000	-	7,000	Ongoing	7,000	-	✓	
Replace Boiler-2020	2020	15,914	-	15,914	18,500	-	18,500	Ongoing	18,500	-	✓	
Replace Condensing Unit (2)-2020	2020	6,365	-	6,365	7,400	-	7,400	Ongoing	7,400	-	✓	
Replace Exhaust Fans-2020	2020	4,244	-	4,244	5,000	-	5,000	Ongoing	5,000	-	✓	
Replace Water Heater-2020	2020	3,183	-	3,183	3,700	-	3,700	Ongoing	3,700	-	✓	
Replace Carpet (3,000 sq ft @ $3.50 sq ft)	2023	11,139	-	11,139	14,200	-	14,200	Ongoing	14,200	-	✓	
Replace Ceiling Tile (3,000 sq ft @ $1.50 sq ft)	2023	4,774	-	4,774	6,100	-	6,100	Ongoing	6,100	-	✓	
Replace Entry Heaters (2)	2023	4,244	-	4,244	5,400	-	5,400	Ongoing	5,400	-	✓	
Replace Air Handling Unit	2025	12,731	-	12,731	17,200	-	17,200	Ongoing	17,200	-	✓	
Subtotal:		68,959.00	0.00	68,959.00	84,500.00	0.00	84,500.00		84,500.00	0.00		
GENCIP-BUILDINGS; KLAPPRICH PARK WARMING HOUSE:												
Reroof of Building	2025	20,382	-	20,382	27,400	-	27,400	Ongoing	27,400	-	✓	
Subtotal:		20,382.00	0.00	20,382.00	27,400.00	0.00	27,400.00		27,400.00	0.00		
GENCIP-BUILDINGS: ROAD MASTER HOUSE:												
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00		
GENCIP-BUILDINGS: BEACH HOUSE:												
Reroof of Building; (1,400 SQ FT @ 00 Per sq ft.)	2017	12,765	-	12,765	13,600	-	13,600	Ongoing	13,600	-	✓	
Repainting of Exterior of Building-2017	2017	5,835	-	5,835	6,200	-	6,200	Ongoing	6,200	-	✓	
Subtotal:		18,600.00	0.00	18,600.00	19,800.00	0.00	19,800.00		19,800.00	0.00		
ParkImp-SURFACES:												
Resurface Bell Tennis Courts (about every 5 years)	2021	17,510	-	17,510	21,000	-	21,000	Ongoing	21,000	-	✓	
Subtotal:		17,510.00	0.00	17,510.00	21,000.00	0.00	21,000.00		21,000.00	0.00		
ParkImp-PARKS & STREETSCAPES:												
Locust Hills Park-Identify Future Needs	2022	6,513	-	6,513	8,100	-	8,100	Ongoing	8,100	-	✓	
Subtotal:		6,513.00	0.00	6,513.00	8,100.00	0.00	8,100.00		8,100.00	0.00		
ParkImp-PLAYGROUND EQUIPMENT & MISC. PROJECTS::												
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00		

City of Wayzata

Maintenance Fund Fund Capital Project Summary Table

2016 PROJECTS

Project Description	Estimated Year Needed	Project Costs: Current Project Cost	Dollars Spent to Date	Project Costs (with additional costs)	Total Cost (with Inflation)	Type of Project: New	Maintenance	Status	Financing Source: Maintenance Fund Fund	Total Other Sources	Fully Financed?	Notes
ParkImp-FORESTRY-TREE PLANTING, REMOVAL, & MANAGEMENT:												
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2016	2016	10,157	-	10,157	10,500	-	10,500	Ongoing	10,500	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2017	2017	10,157	-	10,157	10,800	-	10,800	Ongoing	10,800	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2018	2018	10,157	-	10,157	11,100	-	11,100	Ongoing	11,100	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2019	2019	10,157	-	10,157	11,500	-	11,500	Ongoing	11,500	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2020	2020	10,157	-	10,157	11,800	-	11,800	Ongoing	11,800	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2021	2021	10,157	-	10,157	12,200	-	12,200	Ongoing	12,200	-	✓	
Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2022	2022	10,157	-	10,157	12,500	-	12,500	Ongoing	12,500	-	✓	
Subtotal:		71,099.00	0.00	71,099.00	80,400.00	0.00	80,400.00		80,400.00	0.00		
ParkImp-TRAILS PLAN:												
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00		
ParkImp-PARKS & TRAILS BOARD PROJECT:												
Dakota & Luce Line Trails- Directional Signage Between Trails along Path	2016	2,122	-	2,122	2,200	-	2,200	Ongoing	2,200	-	✓	
Post Office Park-Repair Boardwalk Walkway	2016	6,200	-	6,200	6,400	-	6,400	Ongoing	6,400	-	✓	
Subtotal:		8,322.00	0.00	8,322.00	8,600.00	0.00	8,600.00		8,600.00	0.00		
ParkImp-PARKS & TRAILS BOARD NEW APPROVED PROJECTS:												
Initate Park Programs through City Web Site	2016	2,060	-	2,060	2,200	-	2,200	Ongoing	2,200	-	✓	
Programming Coordinator	2016	20,000	-	20,000	20,600	20,600	-	Ongoing	-	20,600	✓	Pilot Pro. Use Excess Rev. Funds
Update Parks & Trails Brochure	2016	4,120	-	4,120	4,300	-	4,300	Ongoing	4,300	-	✓	
Plant 100 Bare Root Trees in City Parks	2017	4,120	-	4,120	4,400	-	4,400	Ongoing	4,400	-	✓	
Subtotal:		30,300.00	0.00	30,300.00	31,500.00	20,600.00	10,900.00		10,900.00	20,600.00		
LakefrontCIP-CAPITAL IMPROVEMENTS:												
Marina Maintenance / Minor Repairs / Landscaping-2016	2016	7,318	-	7,318	7,600	-	7,600	Ongoing	7,600	-	✓	
Dredging-Channel	2017	10,927	-	10,927	11,600	-	11,600	Ongoing	11,600	-	✓	Moved to 2017
Marina Maintenance / Minor Repairs / Landscaping-2017	2017	7,318	-	7,318	7,800	-	7,800	Ongoing	7,800	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2018	2018	7,318	-	7,318	8,000	-	8,000	Ongoing	8,000	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2019	2019	7,318	-	7,318	8,300	-	8,300	Ongoing	8,300	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2020	2020	7,318	-	7,318	8,500	-	8,500	Ongoing	8,500	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2021	2021	7,318	-	7,318	8,800	-	8,800	Ongoing	8,800	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2022	2022	7,318	-	7,318	9,100	-	9,100	Ongoing	9,100	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2023	2023	7,318	-	7,318	9,300	-	9,300	Ongoing	9,300	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2024	2024	7,318	-	7,318	9,600	-	9,600	Ongoing	9,600	-	✓	
Marina Maintenance / Minor Repairs / Landscaping-2025	2025	7,318	-	7,318	9,900	-	9,900	Ongoing	9,900	-	✓	
Subtotal:		84,107.00	0.00	84,107.00	98,500.00	0.00	98,500.00		98,500.00	0.00		
LakefrontCIP-Park and Trails Board Project:												
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00		
LakefrontCIP-PARKS & TRAILS BOARD APPROVED NEW PROJECTS:												
Subtotal:		0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00		