



**CITY COUNCIL  
WORK SESSION MEETING AGENDA**

**November 13, 2023  
5:30 – 6:30pm**

- 1) Call to Order**
- 2) Park Dedication and Tree Replacement Budget Discussion**
- 3) Rain Barrel Discussion – Harrisons Bay Association**
- 4) City Meeting Calendar**
- 5) Adjourn**

CITY OF MINNETRISTA



CITY COUNCIL WORK SESSION ITEM 2

**Subject:** 2024 Park Dedication Fund Budget Discussion

**Prepared By:** Nickolas Olson, Senior City Planner  
**Through:** Brian Grimm, Finance Director  
David Abel, Community Development Director  
Gary Peters, Public Works Director

**Meeting Date:** November 13, 2023

**Item:** The attached documents are regarding the proposed 2024 Park Dedication Fund Budget. This incorporates the proposed annual Capital Improvement Plan (CIP) for the Park Dedication Fund that is reviewed and discussed with the Park Commission each year for future projects. The Parks Commission reviewed the proposed 2024 Parks CIP at their September 12<sup>th</sup>, 2023 meeting and voted 4-0 to recommend approval as presented.

Attached is the memo presented to the Parks Commission outlining what Staff believes are the necessary improvements for 2024. The main capital improvement items in the annual parks CIP for 2024 will be related to Linden and Lisle Parks.

For informational purposes we have included the updated park inventory from the City’s Parks, Trails, and Open Space Plan. This information helps show the needs within the parks system and also helps further discussion between staff and Council as to incorporating those items in a systematic way into future Parks CIP’s.

The main revenue item that occurs intermittently is park dedication fees related to future developments.

**Recommended City Council Action:** Staff would like to have a discussion on the Park Dedication Fund plan presented and get feedback so it can be reflected and incorporated into the 2024 Budget and Long Range Financial Management Plan.

Does Recommended Action meet City Mission Statement?  Yes  No

Does Recommended Action meet City Goals/Priorities?  Yes  No

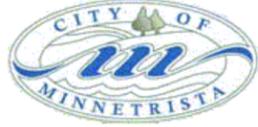
Explain: **Annual update to Park Dedication Fund to be incorporated into the 2024 Budget and Long Range Financial Management Plan.**

**Attachments:**

1. Packet Item from September 12, 2023 Parks Commission Meeting

**Mission Statement:**

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

1	<b>City of Minnetrista</b>																
2	<b>Parks, Trails and Open Space</b>																
3	<b>Capital Improvement Plan</b>																
4																	
5																	
6	Inflation Assumptions											3%	3%	3%	3%	3%	3%
7	Revenues											2%	2%	2%	2%	2%	2%
8	Expenses																
9	Investment Income																
10																	
11			<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>YTD/Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
12			<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
13	<b>Expenses</b>																
14	Game Farm Road		\$ 14,433.00	\$ 14,433.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00	\$ 14,383.00
15	Gene Lehner Park											\$ 391,261.00					
16	Friendship Park										\$ 128,000.00						
17	Lisle Park Tennis Courts			\$ 271,247.00	\$ 14,910.00												
18	Lisle Park - Additional Parking Lot				\$436,323.00	\$ 12,666.00											
19	Lisle Park Picnic Shelter								\$ 41,485.00	\$ 32,600.00							
20	Lisle Park Playground														\$400,000.00		
21	Lisle												\$ 95,000.00	\$ 50,000.00	\$ 6,000.00		
22	misc other improvements		\$ 9,374.00	\$ 20,867.00	\$ 8,110.00	\$ 14,727.00	\$ 14,832.00	\$ 16,000.00	\$ 1,668.00	\$ 10,000.00	\$ 31,209.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
23	Douglas					\$ 27,619.00					\$ 26,200.00						
24	Linden					\$ 32,985.00							\$ 25,000.00	\$ 15,000.00	\$ 2,500.00		
25	Slow Creek					\$ 24,717.00							\$ 5,000.00		\$ 5,000.00	\$ 150,000.00	\$ 5,500.00
26	Jennings Park									\$ 150,000.00							
27	Merz Marsh Park												\$ 6,000.00	\$150,000.00	\$ 2,500.00		
28	Woods of Saga Hill														\$ 30,000.00		\$ 150,000.00
29	Perennial													\$ 15,000.00	\$ 20,000.00		
30	Capital Outlay		\$ 4,095.00	\$ 29,893.00		\$ 18,900.00											
31	Gillespie Property		\$ 40,415.00	\$ 11,873.00													
32	Adler Nature Trail													\$ 30,000.00			
33	Kings Point Fishing Pier															\$ 60,000.00	
34	North & South Cusoke														\$ 75,000.00		
35	<b>Total Expenses</b>		<b>\$ 68,317.00</b>	<b>\$ 348,313.00</b>	<b>\$473,726.00</b>	<b>\$145,997.00</b>	<b>\$ 29,215.00</b>	<b>\$ 30,383.00</b>	<b>\$ 57,536.00</b>	<b>\$ 206,983.00</b>	<b>\$ 199,792.00</b>	<b>\$ 415,644.00</b>	<b>\$155,383.00</b>	<b>\$254,383.00</b>	<b>\$490,383.00</b>	<b>\$ 174,383.00</b>	<b>\$ 179,883.00</b>
36	<b>Revenues</b>																
37	Bond Proceeds/other financing sources		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38	Park Dedication Fees		\$ 381,473.00	\$ 176,349.00	\$ 77,500.00	\$118,753.00	\$117,824.00	\$ 45,507.00	\$ 47,760.00	\$ 295,392.00	\$ 304,946.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
39	Investment Income/market value adjustment		\$ 16,888.00	\$ 14,425.00	\$ 13,663.00	\$ 9,425.00	\$ 12,742.00	\$ 30,704.00	\$ 11,317.00	\$ 9,387.00	\$ (70,531.00)	\$ 25,000.00	\$ 15,000.00	\$ 5,000.00	\$ -	\$ -	\$ -
40	Grant			\$ 100,000.00													
41	Property Tax Levy																
42	<b>Total Revenues</b>		<b>\$ 398,361.00</b>	<b>\$ 290,774.00</b>	<b>\$ 91,163.00</b>	<b>\$128,178.00</b>	<b>\$130,566.00</b>	<b>\$ 76,211.00</b>	<b>\$ 59,077.00</b>	<b>\$ 304,779.00</b>	<b>\$ 234,415.00</b>	<b>\$ 75,000.00</b>	<b>\$ 65,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>
	Balance sheet AJE's -		\$ (2,325.00)	\$ 12,548.00	\$ (36,075.00)	\$ (1,693.00)	\$ (21,132.60)		\$ 699.00								
	additional projected activity for year																
43	<b>Cash Balance</b>		<b>\$ 1,259,109.00</b>	<b>\$ 1,214,118.00</b>	<b>\$840,471.00</b>	<b>\$820,959.00</b>	<b>\$901,177.40</b>	<b>\$947,005.40</b>	<b>\$949,245.40</b>	<b>\$ 1,047,041.40</b>	<b>\$ 1,081,664.40</b>	<b>\$ 741,020.40</b>	<b>\$650,637.40</b>	<b>\$451,254.40</b>	<b>\$ 10,871.40</b>	<b>\$(113,511.60)</b>	<b>\$(243,394.60)</b>

CITY OF MINNETRISTA



PARKS COMMISSION AGENDA ITEM 2A

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**Subject:** Parks Capital Improvement Plan for 2024

**Prepared By:** Nickolas Olson, Senior City Planner

**Meeting Date:** September 12, 2023

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**Issue:** Each year, city staff conducts an annual park review to identify park improvement items to be completed the following year by reviewing the Parks, Trails and Open Space Plan. The results are presented to the Parks Commission for review and consideration for the Capital Improvement Plan (CIP) for the following year. Below is a list of items recommended to be included in the 2024 Parks CIP:

**LISLE PARK**

- *Trail Mill and Overlay*

**Total Estimated Cost: \$ 95,000.00**

**LINDEN PARK**

- *Trail Mill and Overlay*

**Total Estimated Cost: \$ 25,000.00**

**SLOW CREEK PARK**

- *Trail Coating*

**Total Estimated Cost: \$5,000**

**MERZ MARSH PARK**

- *Trail Coating*

**Total Estimated Cost: \$6,000**

**Recommended Action:** Motion to recommend the City Council approve the Parks Capital Improvement Plan for 2024 as presented in the staff report.

**Mission Statement:**

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.



# Gene Lehner Park

4180 Trillium Lane East  
1.7 acres

## Mini Park

The Gene Lehner Park is named after a former Park Commissioner. It was dedicated in 1994 as part of the Trillium Bay subdivision. It serves a greater area, including the Maple Forest, Stonebridge, and Wood End Shores subdivisions. There is a trail along County Road 44 that connects the park to other neighborhoods and the Lake Minnetonka Regional Park. The park features a tennis court, playground equipment, exercise stations along the trail, and a wood carving of a black bear. Several years ago, the bear's companion, a cub, wandered off and never returned. Some say it was stolen, other aren't so sure.



## Park Amenities

- Trail Coating - 2017
- Park Sign - 2004
- Tennis Court/Fence - 1994
- Tennis Court Resurface - 2016
- Playground Equipment - 2023
- Picnic Table - 2004
- Trash Cans (2) - 2003
- Fitness Stations - 1994
- Trail - 2023
- Wood Carving - 1994
- Fence along Retaining Wall - 2015



## Maintenance Schedule

- 2023 – Playground Equipment (in progress)
- 2023 – Site Work, Retaining Walls, Etc. (in progress)
- 2023 – Trail Replacement (in progress)
- 2023 – Resurface Tennis Court (in progress)

The Gene Lehner Park Bear may need some maintenance every now and then, as well. The playground is in good shape but will require a new base when the playground equipment is updated. Rubber mulch may be the best option, as it does not require maintenance.





## Douglas Park

3441 Tuxedo Rd  
7,976 square feet

### Mini Park

Douglas Park is located at the triangle formed by St Mary's Road, Tuxedo Road, and Wellesley Way. It is the park for the Douglas Beach neighborhood. The City claimed this parcel as tax-forfeited land in 1981, along with parcels at 5254 and 5269 St. Mary's Road. A neighborhood meeting was held to determine which of the three lots would be the best place for the neighborhood park and 3441 Tuxedo Road was selected. Originally developed in 1987, it housed a small set of playground equipment and a basketball court. The playground equipment was updated in 1997. In 2004, a major renovation added a picnic area and a new half basketball court.

### Maintenance Schedule

#### Park Amenities

Park Sign - 2004  
Basketball Court - 2004  
Basketball Court Resurface - 2022  
Playground Equipment - 2017  
Fence - 2018  
Rubber Mulch - 2017  
Picnic Tables (2) - 2004  
Trash Can - 2003  
Benches (3) - 2004  
Dog Waste Station - 2016



The Douglas Park will need further work done to achieve perfection. When the playground equipment is updated, it has been discussed to add a more decorative fence. The nature of the park and Tuxedo Road requires a fence, however the neighborhood has complained about the appearance of the current plain chain link fence. If the large cottonwood trees remain a problem for the park, they should be removed before the playground equipment and fence are updated.





## Jennings Park

865 Jennings Cove Rd  
1 acre

### Mini Park

Jennings Park was dedicated in 1986 as part of the Jennings Cove Subdivision. It was originally developed in 1993 by adding a small set of playground equipment. The fast growth of the neighborhood created a demand for expanding the park equipment in 1996 and then adding a sport court in 2000. A pond was added in 1999 to help alleviate drainage concerns in the area.



### Maintenance Schedule

### Park Amenities

- Resurface Trail - 2022
- Park Sign - 2004
- Sport Court/Fence - 2000
- Playground Equipment - 2021
- Picnic Table - 2004
- Benches (3) - 2004
- Trash Cans (2) - 2003
- Trail - 2000
- Pond Excavated - 2000
- Trees - 2016

Jennings Park should be redesigned in the future, as the park amenities are not laid out properly for the drainage on the site. The court should not have sediment from the play areas draining across it to the pond. Sport Courts are typically more of a residential use and there is not much information available on how well they hold up in public parks. This should be monitored. A regular basketball court and/or tennis court may prove to be more durable in the long run. Currently, the court is mostly used for basketball. If the court reaches a point where major renovation is needed, that would be the appropriate time to explore the redesign of the park. If a major redesign does not occur, adding pedestrian pathways to the court would assist in keeping sediment off of it. When the playground is replaced, rubber or wood mulch will be needed to be used for the base.





## Friendship Park

5676 Kramer Rd  
25,334 square feet

### Neighborhood Mini Park

Friendship Park is located in the Painters Creek Preserve Subdivision. It was built in 1999 and consists of playground equipment and a picnic area. An irrigation system was donated to the City by the Homeowner's Association in 2002.

### Park Amenities

Park Sign - 2004  
Play Equipment - 2022  
Irrigation - 2002  
Sidewalks - 1999  
Benches/Tables - 1999  
Irrigation Housing/Landscaping - 2018  
Dog Waste Station - 2022

### Maintenance Schedule

This park is well designed and simple and will not take much effort to maintain. When the time comes to replace the playground equipment, rubber or wood mulch will be needed to use for the base to comply with ADA standards.





## Slow Creek Park

5738 Sunnybrook Cir  
3.388 acres

### Mini Park

Slow Creek Park was dedicated as part of the Sunnybrook Farms Subdivision in 2001. The park was partially constructed by the developer and the City over 2002 and 2003. It consists of a woodchip trail that snakes through the lowlands around the Creek and then terminates in an area where there is a small playground and a picnic area. Also, featured in this area is a bituminous trail that the City built along Game Farm Road to the school.



### Park Amenities

- Maintain woodchip trail - 2014
- Park Sign - 2004
- Pedestrian Bridge - 2002
- Playground Equipment - 2002
- Rubber Mulch - 2017
- Picnic Table - 2003
- Benches - 2003
- Trash Can - 2004
- Game Farm Rd Trail - 2002
- Wood Chip Trail - 2002
- Asphalt Trail - 2019

### Maintenance Schedule

- 2024, 2026, 2028 - Park Trail Coating
- 2027 - Replace Playground Equipment

Woodchip Trails require a great deal of maintenance in many situations. Over time, if the maintenance of this trail is as intensive as feared above, it could be replaced by a mowed turf trail.





## Adler Nature View Park

8230 Highland Road  
2.64 acres

### Special Use Park

Adler Nature View Park was dedicated as part of the Turtle Creek Subdivision. It is located along the Dakota Rail. It is a special use park that features a bituminous trail.

### Park Amenities

Park Sign - 2004  
Trail - 2002  
Dog Waste Station - 2021

### Maintenance Schedule

2025 - Trail Mill and Overlay



## Kings Point Rd Fishing Pier

Kings Point Road DNR Park

### Special Use Park

The City of Minnetrista installed a fishing pier at the DNR's park on Kings Point Road in 2003. There have also been discussions about placing a picnic area in this park.



### Park Amenities

Fishing pier - 2003

### Maintenance Schedule



## Merz Marsh Park

4230 Highland Road  
24.8 acres

### Neighborhood Park

Merz Marsh Park, named after one of the first German settlers to the area, was dedicated in 2001 as part of the Turtle Creek Subdivision. Currently, it consists of a half basketball court, playground equipment, trails, and a soccer field. The park extends all the way to Six Mile Creek.

### Park Amenities

Benches & Tables with Slabs - 2005  
Park Sign - 2004  
Half basketball court - 2002  
Basketball Court Resurface - 2017  
Soccer goals - 2002  
Trails - 2002  
Playground Equipment - 2002  
Dog Waste Station - 2021

### Maintenance Schedule

2024 - Paint Basketball Court  
2025 - Replace Playground Equipment  
2025 - Rubber mulch  
2025 - Resurface Trails  
2025 - Resurface Basketball Court

Parking may become an issue if the soccer field is ever used. Neighborhood residents have already voiced some displeasure over the potential of lighting of the field.



# Woods of Saga Hill Park

4900 Grandview Ave  
2.1 acres



## Mini Park

The Woods of Saga Hill Park was tax forfeited land originally taken by the City in the early 1960's. The deed was misfiled, however, and the park was not developed until 2004. The mostly wooded park has a set of playground equipment and a bituminous trail with off-street parking.



## Park Amenities

Playground Equipment - 2004  
Rubber Mulch - 2015  
Bituminous Trail - 2004  
Parking Lot - 2004  
Benches (2) - 2004  
Tables (2) - 2004  
Park Sign - 2004  
Dog Waste Station - 2016

## Maintenance Schedule

2026 - Trail Mill and Overlay  
2028 - Replace Playground Equipment





## Perennial Park

1270 Langewood Dr  
18,569 square feet

### Mini Park

Perennial Park was dedicated in 2000 as part of the Heatherwood Glenn subdivision. It has frontage both on County Road 110 North and Langewood Drive. It consists of a picnic shelter, grills, horseshoe pitch, and many perennial plants. There is also a trail that runs along Sunnyfield Road to the football field and a trail along County Road 110.



### Park Amenities

Horseshoe Pit - 2008  
Trail Coating - 2008  
Park Sign - 2004  
Picnic Pavilion - 2000  
Horseshoe Pitch - 2000  
BBQs - 2000  
Trail - 2000  
Wood mulch around plant - 2000  
Benches (2) - 2000  
Picnic Tables (3) - 2000

### Maintenance Schedule

2026 - Trail Mill and Overlay  
2025 - Re-roof Pavilion

Perennial Park may require some future plantings, as there always seems to have been a little bit of trouble getting the plants to stay alive through the years. Adding another horseshoe pitch has been suggested on occasion, as residents have commented that if there were a second pitch there could be some more organized shoeing going on.





## Merriman Cemetery

585 County Road 92  
1.76 acres

### Historical Site

The legendary Merriman Cemetery has often been forgotten and rediscovered. There appear to be several newspaper articles in the archives of the newly discovered abandoned cemetery. Well, that legacy is no more. Recently, the City Council added the historic cemetery to the park system. Last year, the City began to build a driveway to the site to allow for maintenance access. It has been discussed in the past to add some site amenities or perhaps even a gate.

### Planning Schedule

2006 - Select site improvements, purchase, and install. This year was selected, as it is technically tax forfeited land and there is a three-year window for improving such sites.



## Painters Creek Estates Park

617 Painters Creek Drive  
2.1 acres

### Undeveloped Park & Trail Corridor

This undeveloped park was dedicated to the City in 1976. It consists of a creekside corridor and a larger open area. Most all of the open area is wetlands. At one time, the City was attempting to acquire a trail that ran along Painters Creek. Over time, this pursuit was abandoned, leaving remnants such as this. Since the parkland was dedicated, it cannot be sold. Currently, it appears that there are some residents that ride ATVs, horses, and bikes in this area. The current trail plan attempts to link this corridor with future trail opportunities.

### Planning Schedule

None



## Dakota Rail Park

7222 County Road 110 W  
1.33 acres

Undeveloped Park

This park is located where the Dakota Rail crossed County Road 110 W. It was purchased in 2003 for future use.

### Planning Schedule

None.



## Timber Hills Park

651 County Road 92  
15,252 square feet

Undeveloped Park

This park is located at the corner of County Road 92 and County Road 26. It was purchased in 2004 for future use.

### Planning Schedule

If a trail system is developed along County Roads 92 and 26, then this park should be developed.





## South Cusoke Park

6467 Saunders Lake Drive South  
1.8 acres

### Special Use Park

South Cusoke park was dedicated as part of the South Saunders subdivision in 2002. A paved trail down to the lake was installed in 2003. Many retaining walls had to be built to support it. Area residents often inquire about placing playground equipment in this park but it is not suitable.



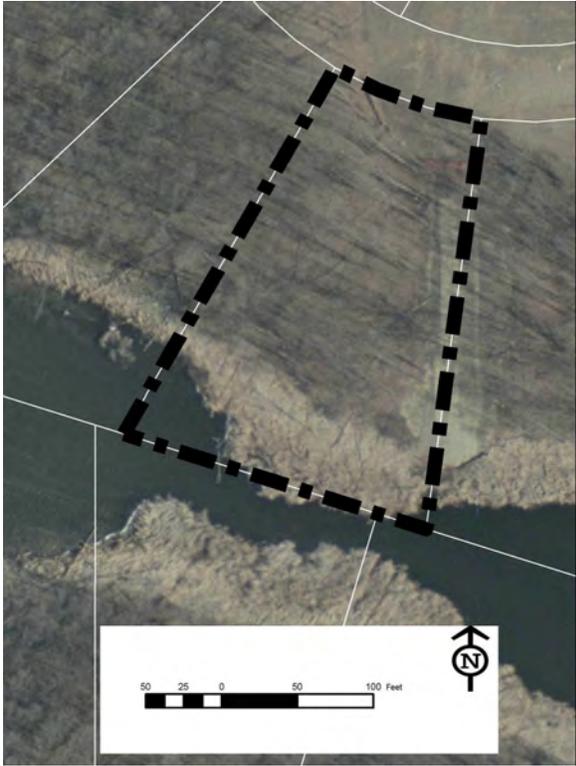
### Park Amenities

Park Sign - 2004  
Trail - 2003  
Retaining Walls - 2003  
Light - 2002  
Parking Lot - 2002

### Maintenance Schedule

2026 - Trail Mill and Overlay





## North Cusoke Park

2600 Saunders Lake Drive North  
0.958 acres

### Special Use Park

North Cusoke Park was dedicated as part of the North Saunders Lake subdivision in 2002. It includes a pedestrian bridge over a channel in Saunders Lake. It is possible to launch canoes from this park, as well.



### Park Amenities

- Park Sign - 2004
- Pedestrian Bridge - 2003
- Trail - 2003
- Parking Lot - 2002



### Maintenance Schedule

2026 - Trail Mill and Overlay

The residents in South Saunders often contact the City in hopes of adding some playground equipment to the park. However, that particular park is unsuitable for such development. It would be possible to place some equipment in North Cusoke Park, however. If the area residents still feel that this is a priority, then North Cusoke could be developed into a mini park.





## Williams Lane Park

3245 Williams Ln  
22,624 square feet

### Undeveloped Park

This park was dedicated as part of the Maple Leaf Estates subdivision in 2000. There are trail ways through this area that lead to the park but there was no defined use for it.

### Planning Schedule

None



## Chateau Way Park

1616 Chateau Way  
3.3 acres

### Undeveloped Park

The park on the corner of Chateau Way and County Road 15 was dedicated as part of the Chateau De Lac subdivision in 1975. At one time, it was discussed that this could be the center of a large, rural trail system. This property cannot be sold.

### Planning Schedule

None



## Halstead Drive Boat Launch

Old Lincoln Ave ROW off of Halstead Dr

### Public Water Access

This boat launch is a primary public access point for Halstead Bay. There is boat trailer parking and a turn-around available for use. Future subdivision was intended to improve parking and usability. It opened for use in 2000.

### Maintenance Schedule

Undefined



## Tuxedo Road Boat Launch

Tuxedo Road ROW

### Public Water Access

The boat launch on Tuxedo Road has been in operation since the early 1970's. It has a parking lot on site. This site requires very minimal maintenance. It was reconstructed in 2018 as part of the Enchanted Lane Road project.

### Maintenance Schedule

Undefined



## Linden Park

3900 Hunters Trail  
3.85 Acres

Neighborhood Mini Park

Located in Hunters Crest, Linden Park sports a colorful playground, basketball and sand volleyball courts and a picnic pavilion.



### Park Amenities

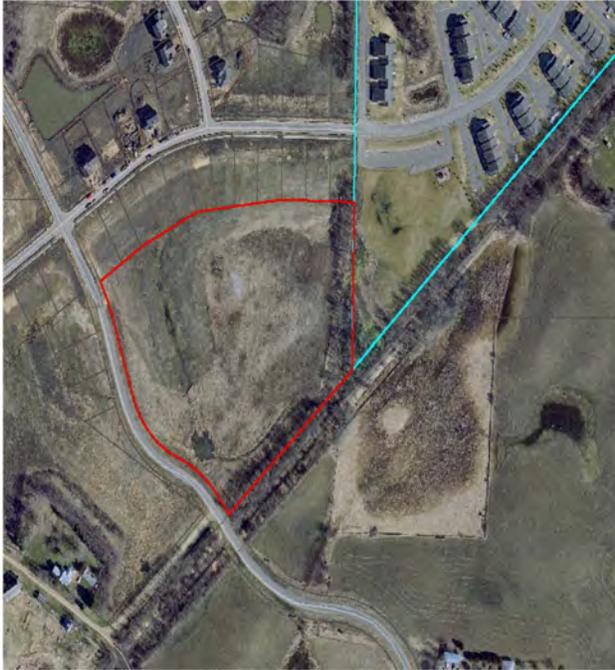
Playground Equipment - 2005  
Basketball Court - 2005  
Basketball Court Resurface - 2016  
Sand Volleyball Court - 2014  
Concrete walk - 2005  
Bituminous path - 2005  
Shelter - 2005  
Picnic table & bench - 2005  
Drinking fountain - 2005  
Rubber Mulch - 2017

### Maintenance Schedule

2024 - Trail Mill and Overlay  
2025 - Reroof Pavilion  
2029 - Playground Equipment

Linden Park will need general maintenance each year. The amenities in this park are fairly new and in very good shape.





# Lisle Park

4600 Hunters Trail  
15.5 acres

Neighborhood Park

The City Council accepted the Master Plan for this new park in Hunters Crest in 2007. This plan will be used as a guide for the development of Lisle Park. Phase I of the park development includes mass grading, trail, sod, utilities, and irrigation installation, and the installation of a ball field backstop. These amenities were completed in 2009.

Future phases will be scheduled and completed as funds become available through the City's park dedication fund.

## Park Amenities

- Asphalt Loop Trail - 2009
- Irrigation - 2009
- Ballfield - 2009
- Tennis Courts & Parking Lot- 2015
- Additional Parking Lot - 2016
- Baseball Field Benches - 2017
- Bases for Ballfield - 2017
- Pavilion - 2020

## Maintenance Schedule

- 2024 - Trail Mill and Overlay
- 2025 - Slab and Bleachers
- 2026 - Playground Equipment

### 15.5 ACRE HUNTERS CREST PARK - ACCEPTED MASTER PLAN DESIGN

CITY OF MINNETONKA, MINNESOTA

#### Park Shelter Building

A large multi-use building is part of the main park entrance containing an open picnic shelter area, restrooms, storage space, and an enclosed room to serve as the warming house & summer program room for kids activities. The patio area in front of the building has park orientation and trailhead information for users. The rear patio area contains additional picnic space, custom grill area and overlooks informal green space used for picnic activities, lawn games and winter general skating.

#### Playground Area

Arbor structures with seating beneath are placed between the two main playground pods for easy viewing of both areas. The playground area to the south contains a sand play space and some playground equipment for the pre-school age group with easy viewing from the park shelter structure. The swings are located in a separate pod. The playground area to the north is the elementary and teen age group space with more unique and challenging equipment. A specialized garden space is created between the two play areas specifically for kids to interact with and touch, such as a sensory garden.

#### Active Recreational Amenities

The centrally located ballfield area contains a skinned infield with a backstop and players benches with room for a small soccer field overlay. A multi-purpose paved rink accommodates winter hockey and skating use, summer in-line skating, a basketball half court on one end, and can also provide an area for future skateboard activities, if desired. Double tennis courts are provided on the northern end of the park with a bouncewall on one end. A small sledding hill is created by the playground.

#### Trails

Asphalt trails allow access to the various recreational amenities within the park. A large internal loop system is created that is approximately 4/10 of a mile long, with an additional mini-loop around the sledding hill. Possible additions to the trail system include distance markers, exercise stations, trail lighting, and bench seating areas in select locations. The preferred connection to the regional trail would be between the ponds. If possible, otherwise there will be a connection by sidewalk on the southern end along Hunters Trail. A trailhead would be created by the main park building.

#### Landscape

Most of the park contains manicured turf that may be irrigated. Natural landscaping shall be used in areas where naturalization best fits with the surroundings. Examples include naturalizing the pond edges, the perimeter of the site that is adjacent to more natural landscapes, etc. The natural landscapes will be designed to separate use areas within the park, provide wildlife habitat, and provide shade.



1 **City of Minnetrista**  
 2 **Tree Replacement Fund**



	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	YTD Projected 2023	Budget 2024
7 <b>Expenses</b>											
8 Tree Replacement -Gillespie		17,110									
9 Tree Replacement - Hunters Crest/ponds of Hunt	-	7,871		-		3,560					
10 Tree Replacement - Jennings Park and Linden		3,795									
11 Tree Replacement - Lisle Park Tree Trust					5,050					14,358	
12 Tree Replacement Other		3,828	8,694	1,775	8,079	6,856	7,425	3,813	27,019	10,473	3,000
13 <b>Total Expenses</b>	-	<b>32,604</b>	<b>8,694</b>	<b>1,775</b>	<b>13,129</b>	<b>10,416</b>	<b>7,425</b>	<b>3,813</b>	<b>27,019</b>	<b>24,831</b>	<b>3,000</b>
14											
15 <b>Revenues</b>											
16	-	-	-								
17 Tree Replacement Fees	251,600	-	-		152,400	-	55,800	2,000	-	-	-
18 Investment Income/Market Value Adjustment	739	2,828	2,302	2,427	5,546	11,499	4,928	(2,413)	(23,095)	9,000	7,500
19											
20											
21 <b>Total Revenues</b>	<b>252,339</b>	<b>2,828</b>	<b>2,302</b>	<b>2,427</b>	<b>157,946</b>	<b>11,499</b>	<b>60,728</b>	<b>(413)</b>	<b>(23,095)</b>	<b>9,000</b>	<b>7,500</b>
22 Balance sheet AJE's - additional projected activity for year	(337)	(12)	(106)								
23 <b>Cash Balance</b>	<b>252,002</b>	<b>222,214</b>	<b>215,716</b>	<b>216,368</b>	<b>361,185</b>	<b>362,268</b>	<b>415,571</b>	<b>411,345</b>	<b>361,231</b>	<b>345,400</b>	<b>349,900</b>

CITY OF MINNETRISTA



WORK SESSION AGENDA ITEM 3

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**Subject:** Rain Barrel Request – Harrison's Bay Association

**Prepared By:** Jasper Kruggel, City Administrator

**Meeting Date:** November 13, 2023

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**Issue:** At the September 18, 2023, City Council meeting, representatives from the Harrison's Bay Association provided an update and requested the City Council consider participating in a rain barrel program in Minnetrista.

**Overview:** The Harrison's Bay Association members sent a follow up email (attached) providing additional information about the rain barrel program. The request from the group is for the City of Minnetrista to commit \$20 per rain barrel if a Minnetrista resident purchase a rain barrel. This program has been successfully implemented in Mound. Additionally, there may be a need for staff to assist with the unloading of the rain barrels, and also the City would store the rain barrels purchased by Minnetrista residents until they are picked up.

**Recommended City Council Action:** Staff have determined that this is a viable request from the group and if determined appropriate by City Council, the City can participate. The City Council should provide staff direction regarding the level and the cap of participation. For example, the City could provide a \$20 supplement not to exceed \$2,000. These funds would come from our Environmental Fund if approved.

The email from the Harrison's Bay Association has been attached to this agenda item.

**Mission Statement:**

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

**From:** [Sheri Wallace](#)  
**To:** [Jasper Kruggel](#)  
**Cc:** [Angela Savstrom](#); [Jane Anderson](#); [Barton Halling](#); [Phil Bowman](#); [Erin Wombacher](#)  
**Subject:** Harrison's Bay Association Rain Barrel Sales  
**Date:** Thursday, October 12, 2023 3:19:20 PM

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Jasper, could you please pass along the following to the Minnetrista City Council Members?  
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Dear Minnetrista City Council,

At your September 18<sup>th</sup> council meeting we talked with you about the Harrison's Bay Association's initiative to sell rain barrels. As we mentioned, in 2023 we ordered and sold 72 rain barrels to local residents. The sale was open to all area residents and the City of Mound provided a \$20 discount for Mound residents. We sold 3 rain barrels to Minnetrista residents. It is estimated in a year that one rain barrel will save 1400 gallons of water.

The Harrison's Bay Association staffed the distribution of these rain barrels as part of an educational event called "Soak it Up" at the Mound Parking Garage. The City of Mound generously assisted us with the unloading and storage of these rain barrels in the Mound Parking Garage until they were picked up by the residents. This event was 100% sponsored by the Harrison's Bay Association.

As we move into 2024 we will continue the sale of rain barrels and will be distributing literature on the benefits and installation of these barrels. We have worked with the University of Minnesota to create information on our website that provides ways that residents can keep storm water on their properties and out of our lakes. Since we already have our process in place with the Recycle Association of Minnesota and volunteers to assist with the distribution we wanted to offer to the City of Minnetrista to include a discount for your residents.

Here is what's involved:

- Commit to supplement \$20 per rain barrel if a Minnetrista resident purchases a rain barrel. The city will be invoiced for this amount and can pay the Recycle Association of Minnesota directly after distribution. Last year, the program cost the City of Mound \$1,440 and saved 100,000 gallons of city water.
- Help us advertise the rain barrel sale to your residents (orders are taken in March 2024)

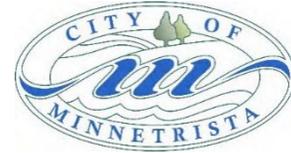
If the City of Minnetrista would like to participate HBA will increase our order to 144 rain barrels which needs to be committed in December 2023. Once the rain barrels are sold out then the sale is closed. HBA will be responsible for the coordination of delivery, storage and the volunteers for the distribution.

We are available to answer any questions you might have on this program. We will need to know by December 1<sup>st</sup> if you'd like to participate so we can increase our order.

Best regards,

Sheri Wallace  
Chair, Harrisons Bay Association  
MN Water Steward

# CITY OF MINNETRISTA



## CITY COUNCIL WORK SESSION

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**Subject:** Approving City Calendar for 2024

**Prepared By:** Ann Meyerhoff, City Clerk

**Meeting Date:** November 13, 2024

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### **Issue:**

The City Council reviews and approves a calendar of City meetings so City Officials, Staff and members of the public may know what to expect for the year.

### **Background:**

Please note that in accordance with City Code, City Policy, past practices and previous Council directives, that when regularly scheduled meetings fall on a holiday or election, they are moved to the next day of business, in 2023 Council decided to make the change to move the meeting to the Wednesday after the holiday. Also, the City Council typically cancels public meetings close to the Independence Day holiday, Thanksgiving Day holiday and the Christmas holidays each year; so there is only one scheduled Council meeting date in July, November and December, respectively.

Also in 2024, Staff is suggesting to move the January Work Session and Regular City Council meetings from the first and third Mondays to the second and fourth Mondays, due to the New Year's holiday, with the Planning Commission moving to January 29th since there are five Mondays in January. The proposed Work Session and Regular City Council meetings would be held on Monday, January 8, 2024 and Monday, January 22, 2024. There will only be one Regular City Council meeting in March and November due to Elections.

City Council Work Session meetings starting at 5:30pm will be scheduled along with Regular meetings starting at 7:00pm for each meeting date.

The Planning Commission meets on the 4<sup>th</sup> Monday of every month with a start time of 7:00 p.m. except for the month of December. They typically do not meet in December due to the holiday.

The Parks Commission meets on the 2<sup>nd</sup> Tuesday of every month with a start time of 7:00 p.m.

### **Discussion:**

A color coded calendar is attached for your review:

#### *January 2024*

- 1 – City Offices closed, New Year's Holiday
- 8 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 9 – Park Commission meeting 7:00pm
- 15 – City Offices closed, Martin Luther King Holiday
- 22 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 29 – Planning Commission meeting 7:00pm

### *February 2024*

- 5 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 5 – Annual EDA meeting 6:30pm
- 13 – Park Commission meeting 7:00pm
- 19 – City Offices Closed, President’s Day Holiday
- 21 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 26 – Planning Commission meeting 7:00pm

### *March 2024*

- 5 – Presidential Primary Election 7:00 a.m. – 8:00 p.m.
- 18 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 19 – Park Commission meeting 7:00pm
- 25 – Planning Commission meeting 7:00pm

### *April 2024*

- 1 – Work Session meeting 5:30 p.m./Regular City Council meeting 7:00 p.m.
- 9 – Park Commission meeting 7:00pm
- 15 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 29 – Planning Commission meeting 7:00pm

### *May 2024*

- 6 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 11 - Recycle Clean-up Day 8:00am – 3:00pm
- 14 – Park Commission meeting 7:00pm
- 18 – Trista Day
- 20 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 27 – City Offices closed, Memorial Day Holiday
- 28 - Planning Commission meeting 7:00 p.m.

### *June 2024*

- 3 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 11 – Park Commission meeting 7:00pm
- 17 – City Offices closed, Juneteenth
- 19 – Work Session meeting 5:30 p.m./Regular City Council meeting 7:00 p.m.
- 24 – Planning Commission meeting 7:00pm

### *July 2024*

- 4 – City Offices Closed, Independence Day Holiday
- 9 – Park Commission meeting 7:00pm
- 15 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 29 – Planning Commission meeting 7:00pm

### *August 2024*

- 5 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 13 – Primary Election 7:00 a.m. – 8:00 p.m.
- 19 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 26 – Planning Commission meeting 7:00pm

*September 2024*

- 2 – City Offices Closed, Labor Day Holiday
- 4 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 11 – Parks Commission meeting 7:00pm
- 16 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 23 – Planning Commission meeting 7:00pm

*October 2024*

- 7 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 15 – Parks Commission meeting 7:00pm
- 21 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 28 – Planning Commission meeting 7:00pm

*November 2024*

- 5 – General Election 7:00 a.m. – 8:00 p.m.
- 11 – City Offices Closed, Veterans Day Holiday
- 12 – Parks Commission meeting 7:00pm
- 18 – Work Session meeting 5:30 p.m./Regular City Council meeting 7:00 p.m.
- 25 – Planning Commission meeting 7:00 p.m.
- 28 – City Offices Closed, Thanksgiving Holiday
- 29 – City Offices Closed, Day after Thanksgiving Holiday

*December 2024*

- 2 – Work Session meeting 5:30pm / Regular City Council meeting 7:00pm
- 10 – Parks Commission meeting 7:00pm
- 24 – City Offices Closed; Christmas Holiday
- 25 - City Offices Closed, Christmas Holiday

# 2024 Meeting Dates and Deadlines for the City of Minnetrista

## KEY

- City Council meeting 7pm
- Park Commission meeting 7pm
- Planning Commission meeting 7pm
- Work Session Meeting 5:30pm
- Trista Day
- EDA meeting February 5th 6:30pm
- Recycle Clean-up Day - TBD
- Full-day Holiday - City Offices Closed
- PNP/Primary/General Election

Jan-24						
S	M	T	W	T	F	S
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31						

Feb-24						
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Mar-24						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr-24						
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21	22	23	24	25	26	27
28	29	30				

May-24						
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12	13	14	15	16	17	18
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26	27	28	29	30	31	

Jun-24						
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16	17	18	19	20	21	22
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30						

Jul-24						
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28	29	30	31			

Aug-24						
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25	26	27	28	29	30	31

Sep-24						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Oct-24						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Nov-24						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Dec-24						
S	M	T	W	T	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				

\* Special Meeting may need to be added in November to Canvass Election Results