

**Agenda**  
**Parks and Recreation Commission**  
**City Of Edina, Minnesota**  
**Braemar Golf Course - 6364 John Harris Dr.**

**Tuesday, October 11, 2022**  
**7:00 PM**

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
  - A. Minutes: Parks & Recreation Commission Sept. 13, 2022
- V. Community Comment

*During "Community Comment," the Board/Commission will invite residents to share relevant issues or concerns. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Generally speaking, items that are elsewhere on tonight's agenda may not be addressed during Community Comment. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.*

- VI. Reports/Recommendations
  - A. 2022 Work Plan Updates
- VII. Chair And Member Comments
  - A. 2023 Work Plan Development Discussion
- VIII. Staff Comments
  - A. Informational Items
  - B. Upcoming Meetings and Events
- IX. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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**Date:** October 11, 2022

**Agenda Item #:** IV.A.

**To:** Parks and Recreation Commission

**Item Type:**

Minutes

**From:** Perry Vetter, Parks & Recreation Director

**Item Activity:**

**Subject:** Minutes: Parks & Recreation Commission Sept. 13, 2022

Action

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### ACTION REQUESTED:

Approve minutes from the Sept. 13, 2022 Parks & Recreation Commission meeting.

### INTRODUCTION:

### ATTACHMENTS:

Minutes: Parks & Recreation Commission Sept. 13, 2022



Minutes  
City of Edina, Minnesota  
Edina Parks & Recreation Commission  
Braemar Golf Course  
September 13, 2022  
7 p.m.

**I. Call to Order**

Vice-Chair Good called the meeting to order at 7 p.m.

**II. Roll Call**

Answering roll call were Commissioners Good, Haas, Ites, Pfuhl, Spanhake, Strother, Weaver, Welsh and Student Commissioners DeFor and Horsager.

Commissioner Doscotch arrived at 7:56 p.m.

Staff Present: Staff Liaison Perry Vetter, Assistant Director Parks and Natural Resources Tom Swenson, Assistant Director Recreation & Facilities Tracy Petersen, Administrative Coordinator Janet Canton, Recreation Supervisor Amanda Clarke and General Manager Edina Aquatic Center and Edinborough Park Patty McGrath

**I. Approval of Meeting Agenda**

***Motion made by Haas to approve the meeting agenda. Motion seconded by Ites. Motion carried.***

**II. Approval of Meeting Minutes**

***Motion made by Haas to approve the Aug. 8, 2022 minutes. Motion seconded by Strother. Motion carried.***

**III. Special Recognitions and Presentations**

**A. Welcome Student Commissioners**

New student members Andrew DeFor and William Horsager introduced themselves to the Commission. Each Commissioner then introduced themselves and welcomed the new student members.

**IV. Community Comment**

None

**V. Reports/Recommendations**

**A. Summer Youth and Special Event Programming Update**

Recreation Supervisor Amanda Clarke updated the Commission on the wide range of programs offered for youth and special events. She provided an overview of the camps that went on during this past summer and the difficulties that occurred. Commissioners asked questions about how the limited space for programming is prioritized, demographics of summer staff, and who oversees vehicle day.

## **B. Edina Aquatic Center Update**

General Manager Patty McGrath shared the statistics, highlights, challenges, and repairs from the 2022 June-August season. She stated they are working to establish fees for the 2023 season. Commissioners asked questions regarding feedback on fees, no-group Fridays, functionality of locker rooms, entrance issues, capacity, unsupervised children, and major maintenance needed in upcoming years.

## **C. 2022 Work Plan Discussion**

***Initiative #1 – Present Information about Parks and Recreation Facilities, Services, and Systems with up to Six Community Groups.*** Commissioner Good gave brief update on initiative.

***Initiative #2 – Report and provide recommendations on alternative funding sources for park related improvements including parks, facilities, and enterprise upgrades.*** No update given.

***Initiative #3 – Research Opportunities to Expand Volunteer Assistance for Park Initiatives.*** No updates given.

***Initiative #4 – Provide Support with Educational Opportunities for the Local Option Sales Tax in the Community as Needed.*** Staff Liaison Vetter updated on the interactions and feedback from residents.

***Initiative #5 – Review and Comment on Amendments to the Park Ordinances Being Recommended by Staff for Update.*** Initiative is in good shape, no update given.

***Initiative #6 – Review and Comment on the Proposed Grandview Plan.*** Commissioner Haas updated on what was shared with the City Council.

## **D. 2023 Work Plan Development Discussion**

Staff Liaison Vetter and Commissioner Ites will present the 2023 Work Plan draft to the City Council on Oct. 6. Commissioner Good discussed titles for each initiative, the type, and their potential deliverables. Commission discussed leads for each initiative.

***Motion made by Strother that the Parks & Recreation Commission have their draft for initiatives to offer to the City Council for their 2023 annual Work Plan. Motion seconded by Doscotch. Motion Carried.***

## **VI. Chair and Member Comments**

Commissioner Good updated the Commission that the Fall into the Arts at Centennial Lakes Park was last weekend and went well.

## **VII. Staff Comments**

### **A. Informational Items**

Staff Liaison Vetter gave the following updates:

Sports Dome by Braemar Arena will go up on Oct. 21.

Senior Center is celebrating 20 years at Grandview Square this week.

Lewis Park's 26-year-old playground has been removed and the new structure will be installed soon.

Three Rivers Park District is having a celebration for the completion of the final segment of the Nine Mile Creek Regional Trail on Friday, Sept. 16.

Gave a Strachauer Park update

**B. Upcoming Meetings and Events**

Regular November meeting will be on Tuesday, Nov. 1 because of the election being held on Tuesday, Nov. 8.

**VIII. Adjournment**

***Motion made by Haas to adjourn the Sept. 13, 2022 meeting at 8:42 p.m. Motion seconded by Pfuhl. Meeting adjourned.***



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**Date:** October 11, 2022

**Agenda Item #:** VI.A.

**To:** Parks and Recreation Commission

**Item Type:**

Report and Recommendation

**From:** Perry Vetter, Parks and Recreation Director

**Item Activity:**

**Subject:** 2022 Work Plan Updates

Discussion

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### **ACTION REQUESTED:**

Discuss and provide updates to the 2022 Commission Work Plan.

### **INTRODUCTION:**

The 2022 Commission Work Plan is attached for discussion and updates.

### **ATTACHMENTS:**

2022 PARC Work Plan



## Commission: Parks & Recreation Commission

### 2022 Annual Work Plan Proposal

<b>Initiative # 1</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Present information about Parks and Recreation facilities, services, and systems with up to six community groups.	<b>Deliverable</b> Presentation	<b>Leads</b> Good (lead), Haas, Weaver	<b>Target Completion Date</b>
<b>Progress Q1:</b> Content has been determined around 1) Parks, 2) Recreation Programming, 3) Enterprise Facilities, 4) Funding. Would utilize Town Talk opportunities and searching for other community-based opportunities. Newly appointed members will meet with leads to onboard for this item.			
<b>City Council Feedback:</b> Council suggested to review any PTO groups for possible presentations.			
<b>Progress Q3:</b> Finalizing the When, How and and Where portions. Expect to have draft ready for review at end of August.			

<b>Initiative # 2</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Report and provide recommendations on alternative funding sources for park related improvements including parks, facilities, and enterprise upgrades. The report will include a philanthropic wish list	<b>Deliverable:</b> Report and recommendation to Council	<b>Leads</b> Ites (lead), Haas, Pfuhl, Doscotch,	<b>Target Completion Date</b>
<b>Progress Q1:</b> Staff has shared draft information with initiative leads. Newly appointed members will meet with leads to onboard for this item.			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			

<b>Initiative # 3</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Research opportunities to expand volunteer assistance for park initiatives.	<b>Deliverable</b> Report to staff.	<b>Leads</b> Strother (Lead), Weaver, Welsch	<b>Target Completion Date</b>
<b>Progress Q1:</b> All leads have been newly assigned to this item and will meet with staff on prior members ideas for this initiative.			
<b>Progress Q2:</b>			

**Progress Q3:**

<b>Initiative # 4</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> <b>Project</b> <input type="checkbox"/> <b>Ongoing / Annual</b> <input type="checkbox"/> <b>Event</b> <b>Council Charge</b> <input type="checkbox"/> <b>1 (Study &amp; Report)</b> <input type="checkbox"/> <b>2 (Review &amp; Comment)</b> <input type="checkbox"/> <b>3 (Review &amp; Recommend)</b> <input type="checkbox"/> <b>4 (Review &amp; Decide)</b>		
Provide support with educational opportunities for the Local Option Sales Tax in the community as needed.	<b>Deliverable</b> Attend events to share information.	<b>Leads</b> Doscotch, Ites, Good, Spanhake	<b>Target Completion Date</b>
<b>Progress Q1: Leads are willing to support staff driven opportunities on this initiative.</b>			
<b>City Council Feedback: Ensure commissioners receive educational materials.</b>			
<b>Progress Q3:</b>			

<b>Initiative # 5</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> <b>Project</b> <input type="checkbox"/> <b>Ongoing / Annual</b> <input type="checkbox"/> <b>Event</b> <b>Council Charge</b> <input type="checkbox"/> <b>1 (Study &amp; Report)</b> <input checked="" type="checkbox"/> <b>2 (Review &amp; Comment)</b> <input type="checkbox"/> <b>3 (Review &amp; Recommend)</b> <input type="checkbox"/> <b>4 (Review &amp; Decide)</b>		
Review and Comment on amendments to the Park ordinances being recommended by staff for update.	<b>Deliverable</b> Comment on ordinance updates	<b>Leads</b> Strother (lead), Doscotch, Pfuhl,	<b>Target Completion Date</b> March 2022
<b>Progress Q1: Staff will deliver recommendations for commissioner review.</b>			
<b>City Council Feedback: Suggested having Race and Equity review prior to bringing forward changes.</b>			
<b>Progress Q3: In addition to feedback provided, recommended reviewing current ordinance for any volleyball and fireworks related updates.</b>			

<b>Initiative # 6</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> <b>Project</b> <input type="checkbox"/> <b>Ongoing / Annual</b> <input type="checkbox"/> <b>Event</b> <b>Council Charge</b> <input type="checkbox"/> <b>1 (Study &amp; Report)</b> <input checked="" type="checkbox"/> <b>2 (Review &amp; Comment)</b> <input type="checkbox"/> <b>3 (Review &amp; Recommend)</b> <input type="checkbox"/> <b>4 (Review &amp; Decide)</b>		
Review and comment on the proposed Grandview plan.	<b>Deliverable</b> Comment on plan.	<b>Leads</b> Haas (lead), Pfuhl, Weaver, Spanhake	<b>Target Completion Date</b>
<b>Progress Q1: Review conducted as part of Jan. 11, 2022, regular meeting agenda. Engagement on the pedestrian bridge public art component is currently open for feedback. August 7, 2022.</b>			
<b>Progress Q2: HRA took action on the sale of the project during its June 2, 2022 agenda.</b>			
<b>Progress Q3: Working group provided feedback to Economic Development Manager – City Council review slated for October 6, 2022.</b>			





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**Date:** October 11, 2022

**Agenda Item #:** VII.A.

**To:** Parks and Recreation Commission

**Item Type:**

**From:** Rick Ites, Chair - Parks and Recreation Commission

**Item Activity:**

**Subject:** 2023 Work Plan Development Discussion

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### **ACTION REQUESTED:**

None, informational only.

### **INTRODUCTION:**

Chair Ites will recap of his October 6 presentation to the City Council on the 2023 Draft Work Plan.

### **ATTACHMENTS:**

2023 Commission Draft Work Plan



## Commission: Parks & Recreation Commission 2023 Annual Work Plan Proposal

<b>Initiative # 1</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b> Support initiatives related to Fred Richards and Braemar project implementation if LOST referenda pass. Create task forces or sub-groups to address specific requests for Park Board input (e.g., amenity selection or implementation for the details of the master plans). If unsuccessful, assist with identifying potential funding sources and options.	<b>Deliverable</b> Support initiatives via task force or other manner to advance the master plan aspects to ensure the community voice is represented.	<b>Leads</b> <b>Fred Richards: Strother, Weaver, Pfuhl</b>  <b>Braemar: Good, Spanhake, Williams (S)</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> No budget required.			
<b>Staff Support Required (Completed by staff):</b> PARC would support the work of staff by bring the community perspective to various components of the master plan implementation.			
<b>Liaison Comments:</b> If the referendum is successful there will be a multitude of touch points with the community and user groups to move from master plan into detail design development. That process would likely include engagement opportunities for the community and have representatives from PARC to assist in those efforts.			
<b>City Manager Comments:</b>			

<b>Initiative # 2</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b> Report and provide recommendations on alternative funding sources for park related improvements including parks, facilities, and enterprise upgrades. The report will include a philanthropic wish list.	<b>Deliverable</b> Report generated and to be used as a foundation for Initiative #3.	<b>Leads</b> <b>Pfuhl, Haas, Doscotch</b>	<b>Target Completion Date</b> <b>April 2023</b>
<b>Budget Required: (Completed by staff)</b> No budget required.			
<b>Staff Support Required (Completed by staff):</b> 10-15 hours			
<b>Liaison Comments:</b> Baseline information has been completed by staff for PARC discussion and recommendation.			
<b>City Manager Comments:</b>			

<b>Initiative # 3</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b> Investigate and evaluate comparative community Park funding practices and compare to Edina process for park capital improvement project funding. Leverage prior alternative funding initiative work product to develop a recommended plan for future Edina Park project funding in view of current unfunded capital improvement projects.	<b>Deliverable</b> Investigate external comparison cities and other best practices for generating a report on recommended practices for Edina.	<b>Leads</b> Doscotch (L), Haas, DeFor (S)	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> No budget required.			
<b>Staff Support Required (Completed by staff):</b> 20-30 hours of research assistance for PARC data collection			
<b>Liaison Comments:</b> This type of project was discussed at the City Council CIP meeting as an important set of data for future comparison and discussion.			
<b>City Manager Comments:</b>			

<b>Initiative # 4</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b> Continuation of 2022 Initiative to present information about Parks and Recreation facilities, services, and systems with up to six community groups. Including staffing needs for the success of programs and any referendum progress if successful.	<b>Deliverable</b> Presentation Document with Communications Div. Support and deliver presentation to six community groups	<b>Leads</b> Good, Welsh, Haas, Weaver	<b>Target Completion Date</b> Deliverable by March, presentations ongoing
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> P&R 10-15; Communications / marketing support? TBD on Town Talk and any related presentation or marketing materials.			
<b>Liaison Comments:</b> Continuation of a 2022 initiative to utilize in-person and town talk formats.			
<b>City Manager Comments:</b>			

<b>Parking Lot:</b> (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)
Review and comment on aspects of future Grandview Yard Park



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**Date:** October 11, 2022

**Agenda Item #:** VIII.A.

**To:** Parks and Recreation Commission

**Item Type:**

**From:** Perry Vetter, Parks and Recreation Director

**Item Activity:**

**Subject:** Informational Items

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### **ACTION REQUESTED:**

None, informational only.

### **INTRODUCTION:**

Attached are informational items of note from the Parks and Recreation Department.

### **ATTACHMENTS:**

Informational Items - October 2022



**Date:** October 11, 2022

**To:** Park and Recreation Commission

**From:** Perry Vetter, Parks & Recreation Director

**Subject:** Informational Items

## **Information / Background:**

### **Arts and Culture Commission**

- The Arts and Culture Commission's Poetry in the Park initiative has been taking shape. Poems were etched in each of the following locations last week: Centennial Lakes Park, Arden Park, Yancy Park, Utley Park and Edina High School.

### **Braemar Arena/Field**

- Work began in mid-August on parking lot improvements for the north and west lots. This project will address the deteriorating asphalt and also add needed lighting for safety and security. The majority of the work is to be completed by mid to late September with lighting to be completed next spring.
- The dome is scheduled to go up on October 21.

### **Braemar Golf Course/Dome**

- Braemar Golf Course and driving range will close for the season October 31 and the Golf Dome will open November 1.
- Over 65,000 rounds of golf have already been played on the Championship 18 and the Academy 9. Over 43,000 buckets of range balls have been hit on the driving range.

### **Lewis Park Playground Replacement**

- The new playground equipment has shipped from the vendor and is slated to be installed starting Monday October 10.

### **Strachauer Park Master Plan**

- A neighborhood workshop was conducted on Thursday September 29. Participants provided feedback using the City's Values Viewfinder tool. Engagement continues through the Better Together Edina program at [bettertogetheredina.org](http://bettertogetheredina.org). The Parks and Recreation Commission is projected to review the plans in January.



## CITY OF EDINA

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**Date:** October 11, 2022

**Agenda Item #:** VIII.B.

**To:** Parks and Recreation Commission

**Item Type:**

Other

**From:** Perry Vetter, Parks and Recreation Director

**Item Activity:**

**Subject:** Upcoming Meetings and Events

Information

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### ACTION REQUESTED:

None, informational only.

### INTRODUCTION:

Attached is a list of upcoming meetings and events for 2022.

### ATTACHMENTS:

Upcoming 2022 Meetings and Events

# STAFF REPORT



**Date:** October 11, 2022

**To:** Park and Recreation Commission

**From:** Perry Vetter, Parks & Recreation Director

**Subject:** Upcoming 2022 Meetings and Events

Date	2022 Meetings	Time	Location*
Tues. Oct. 11	Regular Meeting	7:00 pm	Braemar Golf Course
<b>**Tues. Nov. 1</b>	Regular Meeting <i>Note: Presentation on Grand Rounds Trail System by Transportation Planner Andrew Scipioni (Energy &amp; Environment Comm. Members attending)</i>	7:00 pm	Braemar Golf Course
Tues. Dec. 13	Regular Meeting	7:00 pm	Braemar Golf Course
TBD	All Commission Chair and Liaison Meeting	-	TBD
Date	2022 Event	Time	Location
Oct. 6	2023 Work Plan Review w/ Council (Chair only)	5:30 pm	City Hall

\* Location update – Regular Commission meetings will be held in the Hoyt and Blanchard Room, lower level of Braemar Golf Course, 6364 John Harris Drive, Edina.

\*\* Date Adjustments – Due to the 2022 election season the August and November meeting dates have been adjusted as listed.