

**CITY OF SHOREWOOD
PARK COMMISSION MEETING
TUESDAY, FEBRUARY 14, 2023**

**5755 COUNTRY CLUB RD
SHOREWOOD CITY HALL
7:00 PM**

AGENDA

1. CONVENE PARK COMMISSION MEETING

A. Roll Call

Hirner ()____
Levy ()____
Garske ()____
Wenner ()____
()____

Council Liaison Sanshagrin (Jan-June)
Council Liaison Johnson (July-Dec)

B. Review Agenda

2. APPROVAL OF MINUTES

A. Park Commission Meeting Minutes from– (Att.-#2A)

3. MATTERS FROM THE FLOOR

(This portion of the meeting allows members of the public the opportunity to bring up items that are not on the agenda. Each speaker has a maximum of three minutes to present their topic. Multiple speakers may not bring up the same points. No decisions would be made on the topic at the meeting except that the item may be deferred to staff or the City Council for more information.)

4. NEW BUSINESS

- A. Silverwood Park Grand Opening**
- B. Eddy Station Concession Stand**
- C. Smithtown Townhouse Development 24250 Smithtown Road**

5. OLD BUSINESS

A.

6. STAFF AND LIAISON REPORTS/UPDATES

- A. City Council**
- B. Staff**
 - a. Freeman Park Trails**
 - b. Vandalism Deterrence**

7. ADJOURN

*Liaison for City Council Meeting on _____ is Commissioner _____ Reporting on
_____ Park Commission Meeting*

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Hirner convened the meeting at 7:01 p.m.

A. Roll Call

Present: Chair Hirner, Commissioners Gallivan, and Levy; Planning Director Darling; and City Engineer Budde

Absent: Commissioners Schmid and Heinz

B. Review Agenda

Gallivan moved to approve the agenda as written. Levy seconded the motion. Motion carried 3-0.

2. APPROVAL OF MINUTES

A. Park Commission Meeting Minutes of September 13, 2022

Gallivan moved to approve the minutes of the September 13, 2022 meeting as written. Hirner seconded the motion. Motion carried 3-0.

3. MATTERS FROM THE FLOOR

There were none.

4. NEW BUSINESS

A. CIP Section Related to Parks

Chair Hirner noted that Planning Director Darling had mentioned to him earlier today that the City has submitted for the grant reimbursement for Silverwood Park (\$25,000). He gave a brief overview of the other projects outlined within the staff report, the reserves, and the general information included in the tables. He asked about the trail overlay plans within Freeman Park.

City Engineer Budde explained that the Council has already authorized preparation of the final plans and specifications and noted that the survey work has been completed but noted that there was not necessarily any survey work needed for the other trails that will be rehabilitated. He stated that they are still in the design process and reviewing the Go Pro footage that they have gathered. He noted that they will probably have about 50% plans within the next month or so, with the expectation of bidding at the Council level around February.

The Commission discussed the CIP plans/projects for the upcoming years for 2023-2032.

Commissioner Gallivan noted that one thing that was not included in the CIP was related to the conversation about the adult exercise equipment along trails or in Southshore park. He asked if the Commission wanted to still consider this at some point.

Planning Director Darling noted that it was included in the CIP and referenced as the Southshore Park Master Plan. She noted that she had moved it back to the same year as Cathcart Park and the estimate is set with the assumption that they would be doing the majority of the work in-house along with some engineering help. She stated that there has been discussion about spending some time on the Master Plan and coming forward with a project in 2028, but allowing the funds to build up a bit between the projects.

The Commission reviewed more details from the proposed CIP.

Planning Director Darling suggested that during the next Park Tour that the Commission make sure that they compared Cathcart and Freeman North and consider which one should be the next project. She reminded the Commission that all of the numbers included in the table were very general.

Chair Hirner asked if there was anything the City could do, from a maintenance perspective, to protect the poured in place rubber surfaces, so they would last longer.

Planning Director Darling explained that there really was not much that could be done.

Chair Hirner asked if there were things that have come up at a staff level that should be added to the CIP.

Planning Director Darling stated that they have discussed the possibility of adding gaga ball pits at Cathcart and Manor Park and has priced them out around \$3,000 each, but noted that dollar amount was probably too low to be included in the CIP.

Chair Hirner asked staff to make sure that they are keeping an eye on the warming house in Cathcart because if it starts to show some wear, he wants to make sure that it finds a spot on the CIP for replacement.

Commissioner Gallivan asked about plans for pickleball.

Planning Director Darling explained that all of the tennis courts are currently lined for pickleball, but noted that they do not have the specialty lower set nets. She clarified that the courts are striped for both tennis and pickleball and are being used quite a bit.

Commissioner Levy asked if when it was time for the nets to be replaced if there may be an option to purchase adjustable nets that could be cranked up or down, as needed.

City Engineer Budde explained that since the City has worked on the courts in Badger Park, what is most likely happening, it is set up for tennis with permanent nets, but then on each half of a court it is striped for pickleball. He stated that most people bring their own portable nets so they can play at the appropriate height. He explained that his understanding is that the height of the nets is a sticking point for some and stated that he has heard of other cities that have a storage locker at the facility where they can store their nets on site. He stated that he believes this is similar to what is currently being done at the lacrosse field.

Planning Director Darling confirmed that lacrosse and football associations both have some equipment that is stored on site.

Chair Hirner noted that because the Park Commission did a deep dive into the CIP last year and moved various projects around, he feels things are still in pretty good shape.

Planning Director Darling explained that the only changes in front of Commission is the Cathcart Playground and the Southshore Master Plan were pushed back by one year in order to ensure that there was an adequate amount of funds for the projects.

Gallivan moved to recommend approval of the Parks CIP, as presented, with the changes moving the Cathcart playground equipment to 2025 and the Southshore Park Master Plan to 2025. Hirner seconded the motion. Motion carried 3-0.

B. Shorewood Safe Routes to School

City Engineer Budde stated that in 2021, the City was awarded a Safe Routes to School Grant through MnDOT. He explained that the focus was on Excelsior Elementary and routes within a 1 mile radius and noted that the catalyst for this was the Galpin Lake road and sidewalk project. He noted that the plans were completed this year and looked at the infrastructure and the programming which would be more internal to the school in ways to encourage people to ride bikes or walk to school. He gave an overview of the 6 Es: Equity; Engagement; Evaluation; Education; Encouragement; and Engineering. He reviewed the data that was gathered as part of the planning process. He stated that this information does not really take it to the next level and determine its cost or how it can be implemented. He explained that a next step will require somebody to take action, but noted that it is great that this document has been completed because it offers the opportunity now for entities to go after the next round of funding. He stated that MnDOT has recently completed a road safety audit for Highway 7 and these two documents paired together, in his opinion, really 'T' the City up to be a good spot to pursue some funding. He stated that for now this study is a resource to help the City pick and prioritize projects.

Commissioner Levy asked if this was initiated by Excelsior Elementary.

City Engineer Budde stated that it was initiated by the City of Shorewood.

Commissioner Levy asked whether something similar would be done for other schools such as Minnewashta and Deephaven.

City Engineer Budde stated that there could have been one done for each school and reiterated that the driver for Shorewood was the Galpin Lake Road piece so it was focused on this location, but other areas could go through a similar process.

Planning Director Darling noted that the new Strawberry Lane reconstruction project will include sidewalks that extend all the way from Smithtown Road to 62nd Street West both completing a safe routes to school project and a planned trail in the comprehensive plan.

Commissioner Levy asked if this took into consideration what was already done planning for trail connections in 2011.

City Engineer Budde confirmed that this is building on that work and was creating a bit more of the story in order to go after some of the next steps and future funding.

Chair Hirner stated that he would find it interesting to see this same information for some of the other schools. He stated that where he lives, the sidewalks are in place from Shorewood's perspective, but as you go up Vine Hill towards the high school, the sidewalks just end so the people walking just transition to the street. He reiterated that he felt this report was good, but would like to see it done for other areas as well, so there is more of a regional plan for safe routes to school.

City Engineer Budde stated that he believes that can happen through the next round of Comprehensive Plan work.

Commissioner Gallivan stated that he lives behind Galpin Lake on Galpin Lane. He noted that he was on the advisory committee that was involved in meeting with State staff on this issue and thanked the City for making the effort to apply this grant. He explained that he agreed that gathering this data has been an important step. He stated that part of the reason that the data shows that there are not a lot of pedestrian related accidents is because everyone knows that once they have a close encounter, they do not do that same thing again. He stated that with all the development that is going in on the Chanhassen side, it is becoming more and more of an issue and producing more and more traffic. He stated that they do not walk their daughter or dog in the neighborhood because of all of the traffic. He noted that there is a sidewalk from Chanhassen that goes up to the border and just stops. He stated that he was happy to see that the recommendation within this report included building a sidewalk along Highway 7 up to Oak Street, however if you cannot safely get to that sidewalk there would be no point in it because nobody will use that stretch of sidewalk if they cannot get there safely. He stated that what frustrates him with this report is that there has been 20 years of advocacy by the Galpin Lake area and noted that there is even a current petition that has about 700 signatures saying that this is critical to them. He noted that the City Council has voted numerous times saying that this is a priority. Mayor Labadie has testified in front of the State legislature that this is a priority. He stressed that the State legislature, regardless of party affiliation, have also stated that this is a priority and included it in their request for bonding. He stated that part of the feedback was that this report needed to be done in order to increase the chances of getting it and the purpose of the grant was specifically targeted towards that project. He stated that through the survey process, the results came back that people would walk more if they had safe intersections and sidewalks. The three projects that they acknowledge were most requested was Mill Street, Highway 7, and Galpin Lake Road. He stated that Galpin Lake Road was once again confirmed to be a priority, however, when it came down to it, they said it would be put as a low priority because of how they measure 'equity'. He stated that Shorewood is not the most diverse community but even using their heat maps and the CDC social vulnerability index, one of the bright purple areas is right along Lake Minnetonka where the lowest home price on Zillow is \$1.76 million which is smack dab in the middle of the social vulnerability index. He stated that they talk about other factors beyond ethnicity and race that go into this, including age and senior populations, however, there is a senior living facility very near Galpin Lake Road that they did not seem to care about. He expressed his frustration that this seems like an example where people said what they felt was a priority, but State staff turned around and told them, "We know better". He noted that there is nothing in the statute that says that what their version of equity should be the overarching principle in how these grants are determined but that is how they decided to interpret it. He stated that it feels as though they have simply decided what was important and basically said to heck with what the community says. He stated that they are laying aside the feedback from the people who have

lived here to 20 years, what the survey says, what the petition says, what the City Council has said, what Mayor Labadie, and what the State legislature has said. He stated that he wants it on record that he would encourage the City Council and Mayor Labadie to keep pushing so it can get done, because otherwise someone is going to get hurt there because it is very dangerous.

Chair Hirner reiterated that this information would be great to have for the other schools in the area.

5. OLD BUSINESS

A. Volunteers for City Council Meeting

November 28, 2022 – Commissioner Gallivan
January 23, 2022 – Chair Hirner
February 27, 2023 – Commissioner Levy

6. STAFF AND LIAISON REPORTS / UPDATES

A. City Council

Planning Director Darling explained that Council Liaison Johnson was ill tonight.

Councilmember Gorham gave a brief overview of recent discussions and actions taken by the Council.

B. Staff

Planning Director Darling stated that she will confirm that the Cathcart warming house is in good repair and report back to the Commission. She stated that all the improvements at Silverwood Park are finished, but the vegetation is not yet fully established on the hillsides and will be asking Public Works if the City would need to put up some snow fencing in order to keep people out of the areas where they are re-establishing turf. She introduced Janelle Crossfield who will be the new Parks and Recreation Director and explained that they are working to transition various duties over to her.

7. ADJOURN

Chair Hirner adjourned the Park Commission Meeting of October 25, 2022 by general consent at 8:03 p.m.



CITY OF SHOREWOOD

4A

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To: Park Commission

From: Janelle Crossfield, Park and Recreation Director

Meeting Date: February 14, 2023

Re: Silverwood Park Grand Opening

Attachments:

Background:

Over the past two years new playground equipment has been installed at Silverwood Park. Staff is seeking direction on planning a grand opening event.

Action Requested:

Staff requests that the Commission provide input on the following:

- Event date and time
- Food and refreshments
- Entertainment and/or vendors



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To: Park Commission

From: Janelle Crossfield, Park and Recreation Director

Meeting Date: February 14, 2023

Re: Eddy Station Concession Stand

Attachments:

Background:

The concessionaire that previously operated out of Eddy Station is no longer able to continue providing concessions at the park. They typically operated during the general hours of Monday through Sunday from 5:30 to 8:30pm from about May 1 through August 1.

Options:

Sports Association Operates Concessions: One association has expressed interest in operating concessions. Staff is still exploring this with the association and may have more information to update verbally at the meeting. Other options for providing concessions could include:

Food Trucks: Promoting opportunity to host a food truck during peak hours at the park.

City Run Concessions: Hiring staff to operate concessions during peak hours at the park.

Community Organizations: City stocks concessions and promotes opportunities for various community organizations to operate concessions for a portion of the profits.

Action Requested:

Staff requests that the Commission provide recommendations on which opportunities to further research and return with more formalized plans at the next Commission meeting.



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To: Park Commission

From: Marie Darling, Planning Director

Meeting Date: February 14, 2023

Re: Smithtown Townhouses: Review of the Rezoning and PUD Concept Plan for a twin-home development

Attachments: Narrative and plans for the development.

The proposed development includes 12 homes in six structures with commonly owned open space including a private drive. The subject property straddles the boundary between Tonka Bay and Shorewood. Four homes would be constructed in Tonka Bay and eight are proposed in Shorewood. The driveway would be shared with the Shopping Center and would be realigned at a 90-degree angle with County Road 19 to improve site lines. Parking would be provided at each home with seven guest spaces also provided on the site. The private drive would be constructed to fire lane standards.



Background:

Related Code Sections:

Section 1201.25 Subd 6 of the zoning regulations requires the PUD concept plans to be referred to the Parks Commission for review and comment. Although not stated, the Commissions input would be most applicable to the 1) type of park dedication proposed (land versus cash) and 2) ownership and maintenance of the open space proposed.

Section 202.04 Subd. 5 of City Code requires the park commission to review any proposed subdivision to determine its effect on the City's park and playground requirements.

Comprehensive Plan Direction for Parks:

The 2040 Comprehensive Plan indicates that the City of Shorewood is well served by its existing parks, with almost all neighborhoods within ½ to 1 mile of a park, with the exception of the islands and the area south of Galpin Lake. As a result, the Comprehensive Plan directs that the

City should concentrate more on developing (and redeveloping) existing parks, with the exception of acquiring more land directly adjacent to Freeman Park. Land may also be acquired through other means as it becomes available through tax forfeiture, vacation of public rights-of-way, donations or other means.

Analysis:

Park Dedication:

Park dedication would be required either in the form of land or fees. Assuming a development of eight homes, with one credit for the existing home, park dedication would be \$45,500 (assuming the current fee of \$6,500). The Comprehensive Plan doesn't indicate any needed land in this area and Badger Park, Gideon Glen, the LRT, and the Shorewood Community and Event Center are all accessible within .4 miles of the site. Consequently, staff support the applicant providing park dedication in the form of fees. Should the commission recommend that land be dedicated, credit towards the cash payments would need to be given and negotiated prior to the PUD approval.

Allowing cash in lieu of land dedication is also consistent with the Capital Improvements Program which projects funding deficiencies for park improvements in coming years.

Preservation of Open Space:

The applicant is requesting PUD flexibility to cluster 7 dwellings around a private street near Radisson Road leaving much of the property to be owned as common open space. The common open space would include the private drive, stormwater features, yard space, etc.

In the past, the City has acquired some wetlands and other open space lots to protect them from development. As time has passed, the City has acquired many such lots. With this development, there would be no expansive open space and the open areas would be yard areas.

As a result, staff recommends the open space should be left under the ownership and management of the HOA.

Action Requested:

Staff requests that the Commission review the information and determine if they agree or disagree with staff conclusions on the following staff recommendations:

- Park dedication as fee rather than land dedication
- Open spaces to remain privately owned.

Commission recommendations would be forwarded to the Planning Commission and City Council at their March 7 and 27, 2023 meetings (respectively).

Shorewood Project Narrative

Project Name – TBD by marketing/real estate professionals

Applicant – TSML Properties, LLC

Address – 24250 Smithtown Road, Shorewood, MN

Project Outline

TSML Properties, LLC is looking to develop 24250 Smithtown Road, Shorewood, MN alongside 24320 Smithtown Road, Tonka Bay, MN. These two properties make up 2.58 acres known as the gross site area and 1.46 acres of Shorewood gross site area. The current zoning is Single Family Res. and is being utilized as such. The 2040 Land Use Guide has the property zoned as Multi Family Res. We are proposing a planned unit development (PUD) land use. **We are currently not requesting any variances.**

- The plan requires the current structure at 24250 Smithtown Road to be demolished.
- We plan to conserve as many trees as possible on the east/north side for privacy with plans to plant additional trees (see landscape plans).
- The entry from Smithtown Road into the private drive is proposed to be adjusted to 90° degrees which creates an optimal traffic layout compared to existing layout.
- The filtration basin is within the easement of Hennepin County which we have had positive discussions with. The reason we located the infiltration basin in the location we had shown is because it is at the low point of the site and adjacent to the only storm sewer we can connect to. Our plan is to completely remove the existing retaining wall and lower grades along that area in order to install the Stormwater basin. In the end there will be no wall along the county road, lower grades and better visibility.
- Each unit shall offer parking for two (2) cars in the garage, and four (4) cars in the driveway. We have proposed additional parking at the start of the project to ensure future homeowners have adequate space.

Our concept plans have gone through several iterations after discussions with Tonka Bay, Shorewood, and Hennepin County. The project is proposed to have twelve (12) twin home units. The pads are approximately 35' x 67'. We plan to offer association maintained units with the idea of "one level living".

We are extremely excited to work with the city of Shorewood to ensure this development brings years of prosperity to the city!

CITY OF SHOREWOOD ZONING CLASSIFICATION:

2023 PARK COMMISSION MEETING SCHEDULE

PARK COMMISSION MEETING

TUESDAY, JANUARY 10

TUESDAY, FEBRUARY 14

TUESDAY, MARCH 14

TUESDAY, APRIL 11

TUESDAY, MAY 9

TUESDAY, JUNE 13

TUESDAY, JULY 11

TUESDAY, AUGUST 22
(PRIMARY ELECTION ON AUG. 8)

TUESDAY, SEPTEMBER 12

TUESDAY, OCTOBER 24
(CITY COUNCIL MEETING ON OCT. 10 DUE TO HOLIDAY ON OCT. 9)

TUESDAY, NOVEMBER 14
(ELECTIONS TAKE PLACE ON NOV. 7)

TUESDAY, DECEMBER 12

REPORT AT CITY COUNCIL MTG

MONDAY, JANUARY 23

MONDAY, FEBRUARY 27

MONDAY, MARCH 27

MONDAY, APRIL 25

MONDAY, MAY 22

MONDAY, JUNE 26

MONDAY, JULY 24

MONDAY, Aug 28

MONDAY, SEPTEMBER 25

MONDAY, NOVEMBER 27

MONDAY, NOVEMBER 27

MONDAY, JANUARY 22, 2024