

**CITY OF SHOREWOOD  
PARK COMMISSION MEETING  
TUESDAY, MAY 14, 2019**

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

**AGENDA**

**1. CONVENE PARK COMMISSION MEETING**

A. Roll Call

Mangold \_\_\_\_\_  
Vassar \_\_\_\_\_  
Rock(July) \_\_\_\_\_  
Barr(June) \_\_\_\_\_  
Hirner(May) \_\_\_\_\_

C. Review Agenda

**2. APPROVAL OF MINUTES**

A. Park Commission Meeting Minutes from April 9, 2019 – (Att.#2A)

**3. MATTERS FROM THE FLOOR**

**4. NEW BUSINESS**

- A. Rink Attendant Pay Scale (Att.#4A)
- B. Discussion with Organized Sports (Att.#4B)

**5. OLD BUSINESS**

A. Budget for Future Projects (Verbal Update)

**6. STAFF AND LIAISON REPORTS/UPDATES**

*(Staff reports and updates are not meant for discussion. Discussion items will be listed as part of new or old business.)*

- A. City Council
- B. Staff

**7. ADJOURN**

***Liaison for City Council Meeting on May 14 is Commissioner Hirner***

## MINUTES

### 1. CONVENE PARK COMMISSION MEETING

Chair Mangold convened the meeting at 7:06 p.m.

#### A. Roll Call

Present: Chair Mangold, Commissioners Vassar and Hirner; Planning Director Darling

Absent: Commissioners Barr and Rock, Councilmember Sundberg

#### B. Review Agenda

Vassar moved to approve the agenda as written. Hirner seconded the motion. Motion carried 3-0.

### 2. APPROVAL OF MINUTES

#### A. Park Commission Meeting Minutes of March 12, 2019

Hirner moved to approve the minutes of the March 12, 2019 meeting as written. Vassar seconded the motion. Motion carried 3-0.

### 3. MATTERS FROM THE FLOOR

There were none.

### 4. NEW BUSINESS

#### A. Select a Movie for Movie in the Park

Chair Mangold stated that he feels this is one of the most fun events the City holds. He stated that he feels that it has been growing and seems to have more people involved. He asked for opinions from the Commission on the movie selection.

Commissioner Hirner asked what the typical age group is for the kids at the event.

Chair Mangold stated that he would say it is usually more the elementary age and not as many preschool aged kids.

Planning Director Darling stated that it is an all ages event but the largest attendance is when the movie is geared toward a younger crowd.

Commissioners discussed movie choices.

**Vassar moved to recommend approval of the movie Mary Poppins Returns for the Movie in the Park event. Hirner seconded the motion. Motion carried 3-0.**

**B. Update on Music in the Park**

Planning Director Darling noted that the same band is available for this year's Music in the Park event. She noted that they seemed to be popular last year.

Chair Mangold stated that he likes the idea of having more events and asked staff to give the Commission members as much information as possible, including feedback on how the events went.

Commissioner Vassar noted that the information in the packet states no alcohol allowed and asked what the Council decided on allowing alcohol for special events.

Planning Director Darling stated that they were willing to try it for a year only in Badger Park. She stated that she does not think the one-year time table will begin until the construction is completed and events are being scheduled at Badger Park.

Commissioner Vassar stated that she understands why the Council chose Badger Park because it is more visible, however, most of the events are hosted at Freeman Park.

Planning Director Darling stated that the hope is to start hosting more events at Badger Park when the construction is completed because there will be a new picnic shelter, restroom facility and playground equipment.

**5. OLD BUSINESS**

**A. Update on Tennis Courts at Badger Park**

Planning Director Darling noted that the stormwater improvements that were required at Badger Park ended up having a larger price tag than expected. She stated that she would like to get a full picture of the costs before the Commission launches into another project whether it is rehabilitating the tennis courts or starting another project.

Commissioner Vassar asked how this was brought to the City's attention.

Planning Director Darling explained that the City applied for the permits for the playground portion of the project through Minnehaha Creek Watershed District (MCWD) and they informed the City that it was over the threshold of 40% of the site being disturbed. Consequently, the entire site needs to meet infiltration requirements. She stated that before the latest round of projects at the Park the City was under that threshold so nothing needed to be done.

Chair Mangold stated that he knows the City had a master concept plan that the City took to MCWD during the planning phases and wonders where the disconnect came so this wasn't on anyone's radar that it would need to be done. He stated that he wants to make sure that this improvement covers everything that is already planned for Badger Park, including the playground, trail system and tennis court improvements.

Commissioner Vassar asked for clarification of what pond this is referring to.

Planning Director Darling noted that it is the pond that was dredged last year.

Commissioner Vassar asked why the pond was dredged without coming before the Park Commission.

Planning Director Darling noted that while it is in the Park, it was just part of the regular maintenance that needed to be done on the pond and that portion of the project was paid for by the stormwater fund.

Commissioner Vassar asked what the Minnehaha Creek Watershed District says needs to be done to the pond.

Planning Director Darling stated that there will need to be a sedimentation trench around the pond to encourage more water to soak into the ground.

Commissioner Hirner asked if there would be long-term maintenance needed on the trench.

Planning Director Darling stated that similar to the rain garden by the lacrosse field, it would need to be maintained. She noted that she believed the maintenance can be taken care of with the stormwater funds. She explained that the project cannot move forward without the improvements, but still thinks it should still move forward this year, as planned.

Commissioner Vassar expressed concern about possible delays when the City has already announced that the playground will be in this summer.

Planning Director Darling noted that she expects to have bids in front of the Council on May 13, 2019, so she will update the Parks Commission at their meeting the following night.

Commissioner Hirner asked if there was any risk that the bids will come back too high and the Council will not approve them at their meeting on May 13, 2019.

Planning Director Darling stated that it is always a possibility.

## **6. STAFF AND LIAISON REPORTS / UPDATES**

### **A. City Council**

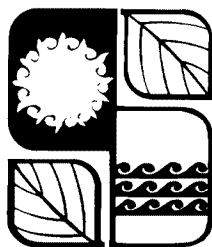
There was no report.

### **B. Staff**

Planning Director Darling gave a brief overview of the April 8, 2019 Council meeting. She also gave a brief update on the most recent Planning Commission meeting.

## **7. ADJOURN**

**Hirner moved to adjourn the Park Commission Meeting of April 9, 2019 at 7:35 p.m. Vassar seconded the motion. Motion carried 3-0.**



# CITY OF SHOREWOOD

5755 Country Club Road • Shorewood, Minnesota 55331 • 952-960-7900  
Fax: 952-474-0128 • www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

To: Park Commission

From: Twila Grout – Park & Rec Director

Reviewed by: Marie Darling - Planning Director

Meeting Date: May 14, 2019

Re: Agenda Item 4A – Rink Attendant Pay Scale

At the March 12<sup>th</sup> Park meeting, the Park Commissioners directed staff to look into pay scales compared to other cities and consider adjusting the pay scale for warming house attendants. Staff finds that the City’s pay rate is very consistent with other cities.

### Shorewood

The City of Shorewood pays its rink attendants \$10.00 an hour and a quarter raise per hour if they return each year after. Shorewood also adds a bonus of \$1.00 for every hour worked during the season. Infractions of any of the rules listed below during the season may lead to not receiving a bonus.

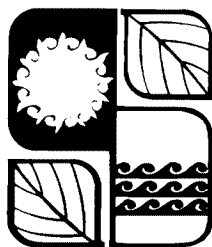
#### **Bonus:**

- On time for work each day;
- Only positive comments received about your work from the general public;
- Respect for public facilities;
- Demonstration of ability to handle emergency or problematic situations professionally;
- No complaints of warming house left in a mess, lights left on, or doors unlocked; and
- Unexcused absent or any oral or written disciplinary action.

## Other Cities

Staff contacted the following cities:

City	Pay	Incentives	Other Info
Shorewood	\$10.00/hr.	\$1.00 per hour worked	Pay increases by \$.25 per hour per year for returning employees
Tonka Bay	\$10.00/hr.	No	Pay increased to \$10 in 2019
Minnetonka	\$10.50	No	Some move to \$11 after the first season
Chaska	\$9.86/hr	No	They have about 10-12 attendants and they work outside rinks and the indoor rink
Chanhasen	\$10.50/hr	No	Pay goes up .50/hr/year of experience
Plymouth	\$10.44/hr	Staff receives a stocking cap with the city logo as part of their "uniform". But no incentives	Attendants can move up a payroll step if they are returning staff. They hire approximately 12 staff per year
Deephaven	\$12.50/hr	No incentives	
Eden Prairie	\$10/hr	No incentives	Pay goes up to \$12. They hire close to 60 staff and 3 leads for the season
Wayzata	\$11.10 to \$12.95	No incentives	



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To: Park Commission

From: Twila Grout – Park & Rec Director

Reviewed by: Marie Darling - Planning Director

Meeting Date: May 14, 2019

Re: Agenda Item 4B – Discussion with Organized Sports

At the March 12<sup>th</sup> Park meeting, the Park Commissioners directed staff to invite the sports organizations to the May 14<sup>th</sup> Park Commission meeting to discuss how to improve communication, scheduling, and maintenance.

Staff has invited all sports organizations that use the parks for their spring/summer/fall leagues. The following organizations have responded that they will have a representative(s) at the meeting or cannot make it:

- Tonka United Soccer Association – will have a representative
- Minnetonka Football Association – will have a representative
- Minnetonka Lacrosse Association – will have a representative
- South Shore Softball Association - is trying to get a representative to attend the meeting
- Mission Fast Pitch cannot attend (attached is email from them)

I have not heard from Minnetonka Baseball Association, Minnetonka Rugby, True Lacrosse and Minnetonka Girls Softball.

Staff received two emails (attached). The first, from Tonka Football, Chad Dill, who says that they are very happy with Badger Park field and elaborates that the field, lights and parking are great. The second email, from Mission Fast Pitch, Jeremy Gavin, says that he likes Manor Park’s ballfield and says the infield works best when dragged, but reported a water drainage issue at first base. Staff will provide copies of any additional emails that may be received after the report is published at the meeting.

Attachments:

- Email from Minnetonka Football-Chad Dill
- Email from Mission Fast Pitch-Jeremy Gavin

## Twila Grout

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**From:** Chad Dill <CHADDILL@msn.com>  
**Sent:** Friday, April 26, 2019 2:51 PM  
**To:** Twila Grout  
**Cc:** tewixo@msn.com; rogerl@cambridge-commercial.com  
**Subject:** Re: Shorewood Park Commission Meeting

Thank you Twila and I'm planning on attending (I have it on my calendar).

As a quick FYI, we are grateful for the opportunity to have access to Badger Field. Overall its been great. The field & facilities are now 10/10 with the turf, lights, parking, etc. It's a great facility.

Thank You,

Chad Dill  
Tonka Football

----- Original Message -----

**From:** Twila Grout  
**To:** [Bobbi Hoebelheinrich - TUSA](#) ; [Brent Eggert - MLA](#) ; [Chris Gibney - Tonka LAX \(cpgibney@gmail.com\)](#) ; [Jeremy Gavin](#) ; [Kelly - MGSA](#) ; [Matt Walker - MBA](#) ; [Molly Bahneman - SSSA](#) ; [ROB CLARNO](#) ; [Steve - MGSA](#) ; [Strand](#) ; [Chad Dill - Tonka Football](#) ; [Jeremy Gavin - Mission Fastpitch](#) ; [Keith Banks - Minnetonka Lacrosse](#) ; [Steve Wadman - Minnetonka Girls Softball](#) ; [Tony Wixo - Tonka Football](#)  
**Cc:** [Marie Darling](#)  
**Sent:** Friday, April 26, 2019 2:44 PM  
**Subject:** Shorewood Park Commission Meeting

Hello Everyone,

Shorewood Park Commission would like to invite the sports organizations to their May meeting. They would love to hear how things are going for the organizations in regards to communications, scheduling, maintenance and if there any improvements you would like to see done.

The meeting will be on Tuesday, May 14, 2019 at 7:00 pm. Location is at Shorewood City Hall, 5755 Country Club Road.

Please let me know if a representative from your organization will be attending the meeting.

Thank you – Have a great weekend!

Twila Grout  
Park and Rec Director  
City of Shorewood / Shorewood Community and Event Center  
952.960.7902

*"Our name has changed! Southshore Center is now Shorewood Community and Event Center. We invite you to stop by and see the changes!"*



## Twila Grout

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**From:** Jeremy Gavin <jeremy@missionfastpitch.com>  
**Sent:** Wednesday, May 8, 2019 12:29 PM  
**To:** Twila Grout  
**Subject:** Re: Shorewood Park Commission Meeting

Hi Twila,

I will be out of town so I cannot make the meeting. I would have liked to. So I just want to give you my feedback by email.

I want to express that my experience has been phenomenal. You have been so great at communicating - MUCH better than other local communities.

Also, you're approach to weighting time for teams is very fair. As a new softball club, I really appreciated that it was not a political challenge for me to get time for my girls to practice on Shorewood's fields and your rules and process helped make that happen.

I really have noticed that Manor Park's infield works really well when it has been drug and it seems like someone has been dragging it this Spring. I hope that continues this Summer. There is a water drainage issue at 1st base at Manor where water collects there.

Thanks again for all you do Twila!

Oh, I'll send you a separate email, but we will be hosting tryouts for our club the end of July and I'm in need of two fields for two nights. I believe at that time most softball teams will be done for their season. I'll send that later today.

Thanks Twila!

On Fri, Apr 26, 2019 at 2:44 PM Twila Grout <[TGrout@ci.shorewood.mn.us](mailto:TGrout@ci.shorewood.mn.us)> wrote:

Hello Everyone,

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