

HOPKINS PARK BOARD AGENDA

Monday, January 23, 2023

6:30 pm

THIS AGENDA IS SUBJECT TO CHANGE
UNTIL THE START OF THE PARK BOARD MEETING

The public may attend this meeting in-person.

I. **CALL TO ORDER**

II. **ADOPT AGENDA**

III. **COMMUNITY COMMENT**

1. *At this time, any interested resident may come to speak on an item not on the evening's agenda.*

IV. **CONSENT AGENDA**

V. **GENERAL BUSINESS**

1. Welcome New Park Board Members, Imihy Bean
2. Review Template for Park Board Events, Imihy Bean
3. Park Valley Playground Renaming Options, Imihy Bean

VI. **GENERAL PARK UPDATE**

VII. **PARK AREA ASSIGNMENT REPORTS**

1. Meg Slindee: Burnes, Buffer
2. Kimberly Stiele: Park Valley, Oakes
3. Kristin Hanneman: Maetzold, Valley
4. Emily Waitz: Harley, Elmo
5. Matthew Miller: Downtown, Central
6. Carsyn Johnson: Cottageville, Minnehaha Creek Preserve
7. Future Board Member 1: Interlachen, Hiawatha
8. Future Board Member 2: Shady Oak Beach, Hilltop

VIII. **ADJOURN**

1. February 27, 2023 – at Hopkins City Hall, 1010 1st St S.



Administration

CITY OF HOPKINS

Memorandum

To: Park Board Chair and Members of the Park Board
From: PeggySue Imihy Bean, Management Analyst
Date: January 23, 2023
Subject: Review and Provide Recommendation of New Name for Park Valley Playground

Purpose

To review names submitted in the Park Valley Playground naming contest and provide a recommendation of a new name for the park to the City Council.

Background

As part of the Park System Master Plan (PSMP) process, the Park Board sought new options for the name of Park Valley Playground. This was done due to the physical proximity, and name similarity to adjacent park, Park Valley. Having two parks with such similar names created confusion for residents, staff and contractors attempting to locate the park.

Over the fall, the City utilized the PSMP engagement website to source new names for the park from residents. Over 100 names were submitted as alternatives to the current name.

Staff would like the Park Board's consideration of the names proposed and to make a recommendation to the City Council for the new naming of the park in conjunction with the adoption of the PSMP this Summer.

Staff would offer the Park Board the guidance that the name should be dissimilar to other names within the park system and should avoid being named after a person or historical figure.

Next Steps

Tonight, Staff is looking for the Park Board to make a recommendation to the City Council on the name. If the Park Board needs more time, they may defer the decision to the February meeting.

Liberation park	Park 5SIX7	Royal raspberry park
" Park formally known as Park Valley playground"	PARK AND PLAY	Royal Recreational Park
7th Street Park	Park Valley	Royals Park
9 mile creek outdoor community	Park Valley Playground	Ruby park
Barry Berry Park	Park Valley Playground	SoHo Park (south hopkins)
Berry creek	Park valley.	SoHop Park
Berrytown Park	Parkie McPark Face Park!	South Avenue Park
Berrytown Park	Parky McPark	South Avenues Park
Boryspil Park	Parky McPark Park	South Hopkins Park
Carpenter	Parky McParkFace	South Hopkins Park
Community central perk	Parky McParkface	South Park
Cooper Park	Parky McParkface	South Park Playground
Creekside Commons	Parky McParkface	South Royals Park
Creekside Community Park	Peace Park	South side Park
Creekside Plaza	Peaceful Valley	South Square Park
Czech Hills	Peaceful Park	Southside Park
Dan Meyers Future Mayor Park	Playful Park	Stanley Park
Donat Park - in honor of Emil Donat who worked in Hopkins Parks for decades	Peace Park	Stoney Tark Park
El Sur Playground	Prince Park	Sun Valley Park
Family Park	Promenade Park	Sunny Day Park
Feltl Rock Park	Prominent Hopkins woman	Sunrise Playground
Flatland Park	Rainbow Park	Together
Freedom park	Rainbow Park	Valley Park change to Nine Mile Park
Gene Maxwell Park	Rainbow Park	Village Park
Green Park	Raspberry	дитячий майданчик (dytyachyy maydanchyk)
Green Park	Raspberry Beret	
Hope Valley	Raspberry Field Park	
Judge Richard Oakes Park	Raspberry Park	
Koppelman Park	Raspberry Park	
Koppelman Park (like it used to be)	Raspberry Park	
Koppleman Park	Raspberry Park	
Koppleman Park	Raspberry Park	
Koppleman Park (since it's adjacent to Stearns Park)	Raspberry Park	
Leave it as Park Valley Playground	Raspberry Park	
Lil park valley park	Raspberry Park	
Little Valley Park	Raspberry Park	
Marshall Sherman Park	Raspberry Park	
Marshall Sherman Park	Raspberry Park	
Maxwell park	Raspberry Park	
Miller Park	Raspberry Park	
Miller Park	Raspberry Park	
Moline Park	Raspberry Playground	
Monarch	Raspberry Red Park	
Mulberry Park (i never saw mulberry's until i lived in hopkins. There were some near hopkins honda bike trail but i think they have been destroyed and one in Valley Park. since the town has a berry theme might want to expand it some.)	Raspberry royals park Red Owl Park	



Administration

CITY OF HOPKINS

Memorandum

To: Park Board Chair and Members of the Park Board
From: PeggySue Imihy Bean, Management Analyst
Date: January 23, 2023
Subject: Review Park Board Event Template

Purpose

To review the template for Park Board hosted events.

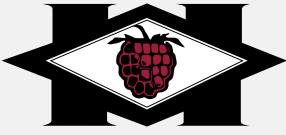
Background

In the past several years, the Park Board has requested the ability to host events or ways to boost community interest and support of the Parks. While event planning is not strictly within the role of the Park Board, there are areas in which the Park Board can provide support to existing events, or in specific circumstances create events as appropriate. For example, the Park Board may want to have a table or some kind of offering at the upcoming Garden Plot Kick Off, take a more leading role in Arbor Day or host an event related to Adopt-A-Park.

Tonight, Staff would like the Park Board to review the form and offer any questions related to this process. At a future meeting, the Board can discuss forming working groups on events.

Next Steps

Tonight, Staff is looking for the Park Board's feedback on this new process.



Park Board Event Planning Worksheet

Please fill out this form when planning a Park Board event.

1. Event Information

Event Name _____ Event Date _____

Event Location _____

Who is the target audience? _____ How many people might attend? _____

What is the overall goal of the event?

How does this event further the mission of the Park Board?

What will the Park Board need at the event? *(Tables, chairs, access electricity, food, etc.)*

What support is needed from the staff liaison?

2. Communications

How would you like to advertise the event? *(Please fill out Communications Request form)*

How will Park Board members advertise the event? *(Handing out flyers, tabling at other events, sharing on social media, etc.)*

3. Budget

What is the estimated budget for the event? *(Please provide a breakdown of estimated costs)*

Was the event budgeted for in the annual budget? Yes No

Was the event part of the Park Board's workplan? Yes No





Event Communications Request Form

Please fill out this form to request communications for an upcoming event.

1. Department

Department Name _____

2. Event Information

Event Name _____ Event Contact _____

Event Co-Sponsors (if any) _____

Date of Event _____ Time of Event _____

Location of Event _____ Communications Budget _____

3. Type of Communications Requested

- Cable channel slide
- Electronic signs (maximum of 54 characters)
- Flyer (to be placed in City buildings or community bulletin boards)
- Hopkins Connections
- Hopkins Highlights
 - Supplemental page (about \$750)
- Media ad (see attached for rates)
- Nextdoor
- Press release
- Printed mailer, poster or brochure (see attached for rates)
- Promotion at City Council meeting
- Social media (Facebook & Twitter)
 - Regular post
 - Boosted Facebook post (Budget: _____)
- Think Hopkins event calendar
- Videography (see attached for rates)
- Website
 - Calendar item
 - Hopkins News item

4. Estimated Cost

Hopkins Highlights supplemental page _____

Media ad _____

Printed materials _____

Social media _____

Videography _____

Estimated Total Cost _____

Printing Costs from Snap Print in Hopkins

Allow for 2-4 business days for printing, depending on quantity.

Postcards: 4 x 6

Full color 2 sides

Quantity:

- 100 - \$46.00
- 250 - \$83.00
- 500 - \$113.00
- 1,000 - \$160.00
- 2,500 - \$298.00

Postcards: 5 x 7

Full color 2 sides

Quantity:

- 100 - \$72.00
- 250 - \$111.00
- 500 - \$157.00
- 1,000 - \$236.00
- 2,500 - \$465.00

Invitations: 10 x 7 flat, 5 x 7 folded

Full color 2 sides

Scored and folded

Includes printed envelopes

Quantity:

- 100 - \$226.00
- 250 - \$316.00
- 500 - \$456.00
- 1,000 - \$743.00
- 2,500 - \$1,344.00

Tri-fold Brochure: 8.5 x 11 flat, 8.5 x 3.625 folded

Folded

Quantity:

- 100 - \$145.00
- 250 - \$186.00
- 500 - \$249.00
- 1,000 - \$386.00
- 2,500 - \$494.00

Poster

Unmounted - \$24.00

Mounted to foam-core - \$45.00
