

**City of Minnetonka Beach  
Park Commission Meeting Minutes  
January 3, 2017**

**Members Present:** Chair: Dan Forbes; Vice Chair: Patty Rezabek; Commissioners: Gerry Boschwitz and Joe Pagano

**Absent:** Commissioners: Jody Sperduto and Diane Rogers

**Staff Present:** City Clerk Heidi Honey  
**Council Liaison:** Council Member Jill Bartel

Chair Forbes called the meeting to order at 7:05 p.m.

**1. Approve the January 3, 2017 Meeting Agenda**

Vice Chair Rezabek stated she wants to discuss working with the Utilities Commission on a drainpipe when they have the Half Moon Park update. Chair Forbes stated he does not have a written report for 6.3 but will verbally discuss his report with the commissioners.

**A motion was made by Vice Chair Rezabek and seconded by Commissioner Boschwitz to approve the January 3, 2017 meeting agenda. With all members voting in favor, motion carried.**

**2. Approve the October 18, 2017 Park Commission Meeting Minutes**

**A motion was made by Commissioner Boschwitz and seconded by Vice Chair Rezabek to approve the October 18, 2017 meeting minutes. With all members voting in favor, motion carried.**

**3. Open Forum – Recommendation to Council Required**

**3.1. Tree Removal Request – Keith Rosenblum, 2482 Lafayette Road**

Mr. Rosenblum stated he would like to remove a tree located in the city right-of-way because it blocks his view of the lake. City Council referred the issue to the Park Commission for recommendation. Mr. Rosenblum stated he is willing to plant additional trees on public land in the city in place of the tree he wants to remove. He showed the commissioners larger prints of the photos that are in the meeting packet. Vice Chair Rezabek asked if his view was blocked from the first floor or second floor of his house. He stated the tree is perfectly situated to block the lake view from every room that faces the lake on both floors. Commissioner Pagano asked if trimming was a viable option. Mr. Rosenblum stated a tree specialist told him it would have to be trimmed nearly to the top so it is not a good option. He went on to say that initially he talked with the city's zoning administrator and was told he could take the tree down if it was not within 37.5 feet of the lakeshore. He planned his remodeling project around the removal of the tree. Mr. Rosenblum then contacted the city to make sure he could remove the tree and was told the zoning administrator was not aware of the right-of-way regulation and that it cannot be removed without council approval. Chair Forbes apologized for the misinformation. He went on to explain that the Park Commission is an advisory board to the Council. He said there would have to be a compelling public reason to cut the tree down such as health or safety hazards. He said this tree has not been flagged in the past as unhealthy. He recommended that an arborist look at the tree. Mr. Rosenblum stated it appears to be a healthy tree. Chair Forbes was concerned with the precedent that would be set by removing a healthy tree. The Park Commission spends a good amount of time and money on tree maintenance. Mr. Rosenblum again stated that he is offering to plant multiple trees in place of this tree.

Commissioner Pagano discussed that there are the zoning ordinances which focus on tree maintenance and not removing trees without cause. There is also the Comprehensive Plan which mentions a replacement formula for replacement as twice the diameter of the removed tree on page 27. Vice Chair Rezabek agreed with Forbes and Pagano and would have a hard time removing a healthy tree. Commissioner Boschwitz stated he did not have a strong feeling either way. He understands the zoning rules to not remove healthy trees but sees the benefit to the City if Mr. Rosenblum planted trees elsewhere in the city. Council Member Bartel asked if the Comprehensive Plan allows replacement. Commissioner Pagano referred to the formula. He then suggested a there may be a compromise and an arborist may be able to help define an alternative solution. Council Member Bartel's recommendation was to report their discussion to Council and have Council determine if the City would prefer to follow the zoning ordinances or the Comprehensive Plan. Council would have to decide if they want to set this precedence. Chair Forbes reiterated that there is no compelling public

reason to cut the tree (health or safety) and, given existing code, they would not support cutting down the tree. However, council may want to consider a plan with the resident and an arborist which would benefit the city as spelled out in the Comprehensive Plan's replacement formula at the owner's expense.

**A motion was made by Commissioner Pagano and seconded by Commissioner Boschwitz for the Park Commission to report to Council the following: There is no compelling public reason to remove the tree (health or safety) and, given existing code, the Park Commission would not support cutting down the tree. However, Council may want to consider a plan with the resident and an arborist which would benefit the city as spelled out in the Comprehensive Plan's replacement formula at the owner's expense. Chair Forbes, Commissioners Boschwitz, and Pagano voted in favor. Vice Chair Rezabek opposed. Motion carried.**

Commissioner Pagano asked if the Park Commission should champion through the lens of the city's documents or the city's residents. The commissioners discussed that it is complicated because the city wants to protect its interest but they are all residents and need to get along. Vice Chair Rezabek suggested Erik Paulsen inspect the tree because it appears to have sprouting which is a sign of tree unhealthiness. If he determines the tree is not healthy, then it should come down. The arborist's report will be forwarded to council when it is available.

#### 4. Budget Review

##### 4.1. 2016 Budget Recap

Chair Forbes said they spent all of the 2016 budget plus an additional \$200. Vice Chair Rezabek worked hard coordinating thorough tree trimming and dead tree removal throughout the community in December.

##### 4.2. 2017 Budget Review

Chair Forbes said the budget for 2017 is similar to 2016 with additional funds for beach cleanup and the gardener. Council Member Bartel said she paid for the flowers in the library flower boxes so that money can go elsewhere unless it was used for other flower boxes. Chair Forbes will check with Commissioner Sperduto on those funds. Commissioners discussed various tree companies they have used and the possibility of getting bids from them to compare with Otten Brothers. The time to get bids from other companies may be prior to a large amount of tree trimming and removal. Vice Chair Rezabek suggested Commissioner Sperduto get the estimates since she worked closely with Otten Brothers on past work. Chair Forbes asked Vice Chair Rezabek to work with Commissioner Sperduto to coordinate estimates in 2017 or 2018. Commissioner Pagano uses Yetzer Tree Service for tree removal, trimming, and arborist inspections. Resident Andrew Myers stated he also worked with a company who planted trees for him and will forward the contact information to get estimates from them also. The City may validate current charges are appropriate or find another company who can do the work for less.

Commissioner Boschwitz said that if they use a weed removal service at the beach, treatments may not need to be done.

#### 5. Maintenance Reports

##### 5.1. Half Moon Park Update

Chair Forbes said at the November Park Commission meeting they decided to continue to move forward with the park update. Grant funds were allowed to be reallocated from City Hall Park to Half Moon Park by the grantor to pay for drainage improvements. The project is nearly complete except the poured in place path which will be completed in the spring. Old woodchips were removed and new woodchips were installed. Vice Chair Rezabek and Public Works Director Young worked diligently with the contractor to make sure the project was done per specs.

Vice Chair Rezabek stated that there is an old drain pipe that runs from Ray Peters Park and drains under the road and into Half Moon Park. She wants the Park Commission to talk with the Utilities Commission about the storm sewer improvements to be done in 2018. She wants Ray Peters Park to drain into a storm sewer instead of Half Moon Park. Vice Chair Rezabek will research if the pipe is still active and they will determine how to proceed at the next meeting.

##### 5.2. Gardener

Chair Forbes stated that Garden Gate is willing to stay on as the gardener. The city did not receive any complaints and they performed their work within their budget. He recommended renewing their contract for 2017.

**A motion was made by Vice Chair Rezabek and seconded by Commissioner Boschwitz to renew the Garden Gate contract for 2017. With all members voting in favor, motion carried.**

##### 5.3. Beach

Commissioner Boschwitz did not bring the bids from vendors for weed cleanup at the beach. He believes they have good alternatives to having a beach cleaner. The Park Commission will review the bids at the next meeting.

5.4. Emerald Ash Borer

Commissioner Sperduto has the EAB program information. It will be discussed at the next meeting.

5.5. Crabapple Tree Spray and Trim

Chair Forbes asked how many crab apple trees are in the city. They discussed trees along the trail. Vice Chair Rezabek suggested discussing the cost and quantity for spraying and trimming with Erik Paulsen to decide how to proceed at the next meeting.

5.6. Garlic Mustard Plan

Vice Chair Rezabek said garlic mustard rosettes are sprayed in conjunction with buckthorn treatment but pulling the plants prior to them seeding is the best way to eliminate it. The commissioners discussed problem areas in the city and the inability to get volunteers. Commissioners suggested having information in the Beachcomber and email blasts to encourage residents to pull plants on their properties. The area along the trail from Lafayette Club to the Arcola Bridge is a problem area. Clerk Honey suggested St. Martin's Church be contacted about possibly volunteering as they have been very helpful in doing service projects in the city. Commissioner Pagano offered to contact the church.

**6. Strategic Plan**

6.1. Mission Statement – Action Required (Discuss and adopt)

At the last meeting, Chair Forbes had asked Commissioner Pagano to put together a mission statement for the Park Commission as part of the Park System Plan update. The Park Commission want to be able to identify improvements in the future but it requires a sense of mission. Commissioner Pagano said he read the Comprehensive Plan to get a sense of the community. His mission statement is “to protect, maintain and improve the Minnetonka Beach parks for the use and enjoyment of our residents”. He explained that all of the things that the park commission does falls under the umbrella of this statement. The guiding principles to go underneath this mission statement. Park Commissioners said that the Comp Plan will need to be updated in the next couple of years so is good timing to work on this now. Chair Forbes said he would like to add something about safety, attractiveness and usability of the parks. The commissioners decided they will forward edits to Chair Forbes to discuss and approve the mission statement at the next meeting. From there, it will be used to define priorities and develop a strategic plan.

6.2. Park System Plan – Improvement Section – Schedule Priorities

Chair Forbes said the mission statement is necessary before they can develop improvements and priorities. This will be discussed after the Mission Statement is approved at the next meeting.

6.3. Annual Report to Council – For February Council Meeting

Chair Forbes said he plans to report to Council three main things: 1) a review of the budget with more spending at the beach and on the gardener and spent more at the beach, gardening and the reasons for that; 2) a summary of the Half Moon Park update; and 3) a general overview of strategic plan initiatives. Commissioner Pagano asked for him to get Council give feedback on the mission statement.

**7. Old Business**

Vice Chair Rezabek said Commissioner Sperduto talked to Otten Brothers about getting information to them by February to order trees. Vice Chair Rezabek will talk with Commissioner Sperduto about what trees will need to be ordered for the \$4,000 budgeted. She then said they can use this list to get bids from the other tree vendors suggested earlier by Commissioner Pagano and Andrew Myers.

Chair Forbes said that Commissioner Sperduto left him a message that she was strongly opposed to the tree removal at the Rosenblum residence. Council Member Bartel stated when commissioners are unable to attend a meeting, they should send an email to Clerk Honey or Chair Forbes to be printed out to be shared at the meeting and made part of the record.

Commissioners then discussed the 2017 meeting calendar and determined meeting dates that needed to change to ensure they have a quorum.

**A motion was made by Commissioner Pagano and seconded by Chair Forbes to change the April 4<sup>th</sup> meeting to April 18<sup>th</sup>. With all members voting in favor, the motion carried.**

A motion was made by Commissioner Boschwitz and seconded by Chair Forbes to change the March 7th meeting to February 7<sup>th</sup>. With all members voting in favor, the motion carried.

A motion was made by Commissioner Pagano and seconded by Chair Forbes to change the November 7th meeting to November 14th. With all members voting in favor, the motion carried.

**8. New Business**

**9. Adjournment**

A motion was made by Commissioner Boschwitz and seconded by Vice Chair Rezabek to adjourn the meeting. With all members voting in favor, the motion carried. Meeting adjourned at 9:00 pm.

Respectfully submitted,

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Heidi Honey, City Clerk