

**Tuesday, March 04, 2025, 5:30 PM**  
**CITY OF MINNETONKA BEACH**  
**APPROVED PARK COMMISSION MEETING MINUTES**

**Members Present:** Chair Kim Petersen, Vice-Chair Laura Paine  
Commissioners: Dave Christiansen, Lucian Panait and Patty Rezabek  
**Absent:** Jolynn Gamble  
**Staff Present:** City Clerk Jane Burgess and Public Works Superintendent Jason Hilgers  
**Council Liaison:** Chris Dovolis  
**Guests:** Pete Scherer and Jace Dovolis

Petersen opened the meeting at 5:30 pm.

**1. Minnetonka Beach Business**

1.1. Approve Agenda – March 04, 2025

**Rezabek motion, Paine second to approve the March 04, 2025 Park Commission Meeting Agenda. All ayes, motion carried.**

1.2. Approve Park Commission meeting minutes from the January 7, 2025 meeting

**Panait motion, Christiansen second to approve the January 7, 2025 Park Commission meeting minutes. All ayes, motion carried.**

1.3. Chair and Vice Chair Welcoming Comments

Petersen welcomed guests, commissioners, and staff to the meeting.

**2. Administration**

2.1. Calendar Review – Paine

Paine stated that April 26<sup>th</sup> from 10am – noon is the Junior Civic/Parks/Resident Spring Cleanup date. Petersen stated that April 2<sup>nd</sup> is the vendor contract deadline for council approval at their April 14<sup>th</sup> meeting. She asked commissioners to bring their vendor contracts to the April 1<sup>st</sup> Park Commission meeting for approval. Rezabek stated that the Buckthorn removal contract will be received after that deadline, and Petersen said that it can be approved at a later date.

2.2. Budget Review – Petersen

Petersen asked commissioners to refer to the 2025 approved budget in the packet when working with vendor contracts.

2.3. Signed Seasonal Contracts due to Jane Burgess by April 2, 2025

Petersen covered this on item 2.1. Burgess informed commissioners that staff feel that the Biff at Ray Peters Parks should remain there year-round if possible, for the many walkers in the community to use. It would have been picked up this week due to ice rink closure, but then delivered back to Ray Peters in May for summer use. There should be enough budgeted under Biff's to keep it in place for March and April and prior to ice rink opening months, or may have to use some funds from Jason's budget or the Miscellaneous account. Staff suggested that Parks budget in 2026 for the Biff to stay at Ray Peters year-round. Burgess will present Biff's quote at the April meeting.

**3. Operations**

3.1. Calendar Review

- Hard Asset Inspections – March/April

Panait and Hilgers stated that they will do the Hard Asset Inspections when Gamble is back at the end of March along with Petersen and Rezabek. Burgess will notice this event as a commissioner quorum. Burgess asked for an electronic copy of the Hard Asset Inspection sheet.

- **Green Asset Inspections – May/June**  
Petersen stated that Rezabek, Gamble, Paine, Christiansen, and herself will pick a date in May for Green Asset Inspections and may do it over two days. They may work in two groups of three. Burgess will properly notice this for a possible quorum of Park Commissioners. Petersen will get Burgess a copy of the new Green Asset Inspection form.

### 3.2. Work Assigned SPOC & Teams Updates

Petersen reviewed SPOC assignments below.

#### **Hard Assets**

- **Punch List – Hilgers**  
Petersen stated that Hilgers Punch List will be created after inspections.
- **Rip Rap - Hilgers**  
Hilgers stated that he is still trying to reach Tom Niccum (not the dock company) for the Crystal Bay rip rap project they discussed Niccum doing for several years now. New rip rap vendor quotes obtained by Hilgers range from \$75,000 - \$100,000 for the three City dock locations on Crystal Bay. Niccum verbally committed to a low bid pending his schedule and staff for installation but will not return Hilgers calls. The flat stone rip rap is much more expensive at around \$100,000 for the project. Traditional boulders cost less and will work for this project. A new CIP request will need to be generated for the council's approval for a larger amount when that amount and vendor are determined. The previous CIP approved Rip Rap project requests totaling \$35,750 are in CIP Reserves and will be applied to the cost of the new chosen bid when that happens. They discussed names of other rip rap vendors to contact including Dock & Lift.

#### **Green Assets**

- **Gardener Contract – Petersen in Gamble's absence**  
Petersen stated that this will be the third year using Garden's by Lynn in the City. She and Paine met with Lynn and Sterling of Gardens by Lynn, and he will be the lead for the City. They will maintain existing areas and determine what is best to do at the City's Welcome Sign, City Hall, window boxes and planters. They had an in-depth discussion regarding what would be best to do with the Liza Crear Garden.
- **Liza Crear Garden Project – Paine**  
Paine stated that there is \$4,000 budgeted for re-working the Liza Crear Garden and they will have an in-depth discussion with Gardens by Lynn to determine what will be best to do there. The garden was terminated twice chemically last fall to eradicate the Snow on the Mountain that had taken over. The garden is now sunnier and drier. Lynn and Sterling will assess the garden this spring to be sure the Snow on the Mountain is gone. Paine added that the tentative plan is to keep it somewhat traditional and blend in more native plants that can handle the sun and heat. Lynn will get back to them in May. Petersen added that an Autumn Brilliance Serviceberry will be purchased through Hennepin County to join the other two planted at City Hall in the garden area. Hilgers confirmed that irrigation on its own zone is installed for the Liza Crear Garden.
- **Tree Plantings and Care – Rezabek**  
Rezabek stated that she does not have an update yet. She is glad that Hennepin County will plant replacement trees for the Ash trees taken down on the promenade in front of City Hall. Christiansen added that based on Hennepin County's recommendations, Petersen ordered shrubs and trees for the south portion of Ray Peters Park where trees were removed last year. He added that a planting party needs to be scheduled after a layout plan is created. He also added that a small nursery of sorts be created for shrubs

to be used for future transplanting use once the Cedar Forest is worked on. Petersen stated that due to the tree shortage Hennepin County is only selling trees to cities not residents and the order was due by the end of February. Petersen worked with Hennepin County Forester Jack Lucas for tree selection as he is familiar with Ray Peters Woods and the City has lost 9 or 10 oaks in the last five years. He suggested Northern Pecan Hickory, Basswood, and Dawn Redwood for the hill by the City message board that goes up to Ray Peters Park from Half Moon Park. They also have bareroot bundles of 25 small and large shrubs which were ordered too, including Chokecherry, Hazelnut and Elderberry, which shades out Buckthorn. The target date for pickup is the end of April. She added that if it works out perhaps planting could be done with the April 26<sup>th</sup> Cleanup event.

- Forest Restoration – Christiansen

Petersen stated that in looking at forest restoration and with Christiansen as the SPOC, she addressed the dense Cedar Forest across from Panait and Rezabek's homes that used to be a meadow and now is an overgrown forest that needs attention. She asked for consideration of a Timber Assessment or thinning of the area because of the invasives in there that have taken over. Scherer stated that he has noticed the area and how dense it is and that something needs to be done there. Although he stated that he is not an expert, it does not seem that there is anything worth saving there. Rezabek noted that the bottom 15 feet of all the trees consists of dead branches. Petersen stated that this area is part of a long-term plan.

- Turf Restoration – Hilgers

Hilgers stated that he will get a couple contracts but will most likely use AJ's again. The City cannot touch any property owned by Hennepin County Rail Authority including the trail and promenade adjacent to the Dakota Trail. They will treat the turf. Three Rivers Park rents the Dakota Rail Trail. A large amount of the area by the Arcola Docks is owned by the county too. The county is informing the City of what the City can and cannot do in that area and will not allow privatization of county land by residents or the City. The Margaret Dahl Library may be on Hennepin County's land. The City is cooperating with the county so they may not make the City move the library. Hilgers is waiting for a permit to mow the promenade. On Northview he will mow between the road and the Dakota Trail. Aaron and Jessica are City Staff's contacts for permission and permits at Hennepin County Railroad. Hilgers cannot mulch and trim on county land and residents cannot pull Garlic Mustard on county land without a permit. He added that the county will plant 1.5 inch replacement hardwood trees 1 for 1 this fall. The City will find out who is to water them. If the City plants the trees, then it must water them. Petersen stated that the county will partner with the City to reforest the area at the water treatment plant.

- Swim Beach Contract – Panait

Panait stated that he will get the swim beach cleanup contract from Waterfront Restoration by April 1st.

- Restore the Shore – Petersen

No discussion

### **Administrative & Financials**

- Opportunity Grant – Rezabek

Rezabek stated that she was assured that the Hennepin County Opportunity Grant will be available even though there are federal cuts going on. She is working on how to write measurable objectives on the grant application. She needs to know specific things like the amount of phosphorus that goes into the lake and other things. They had a great meeting with Hennepin County. They were pleased that the City has committed \$35,750 towards the shoreline restoration rip rap project. Petersen added that Hennepin County Rail Authority will work with the City for invasive removal and give us letter of approval as this is required for the \$50,000 grant which has no required match. Petersen noted the great collaboration taking place with the grant process.

- Volunteerism – Gamble

Petersen spoke in Gamble's absence and stated that the Spring Cleanup event is planned for April 26<sup>th</sup> with Junior Civic and residents. They discussed a bareroot tree and planting gathering in late April or early May.

- Resident Survey – Paine  
Paine stated that in looking at the resident survey responses, there is a healthy percentage who are committed to green assets vs hard assets. People really care about green assets here.

**4. FYI's**

4.1. Hennepin County Tree Planting – scheduled for fall by HC Forestry team, 12-14 trees held for Promenade Ash tree replacements – Petersen  
This was discussed earlier.

4.2. Volunteer Opportunities – Planting in April/May – Petersen  
This was discussed earlier.

**5. Commissioner and Liaison Comments**

Petersen stated that she is presenting the Annual Park Commission update at the March 10<sup>th</sup> City Council meeting. Guest Peter Scherer spoke about a guy he knows up north who loves trees, has resources, and may be able to come to Minnetonka Beach to see the Cedar forest. His organization may have a way to help with the expense of work to be done there. They discussed dog poop in the City and bags of dog poop everywhere. Burgess will send out a reminder.

**6. Closing Comments and Adjournment -KP**

**Rezabek motion, Panait second to adjourn the March 4, 2025 Park Commission meeting. With all members voting in favor, motion carried.**

**The meeting adjourned at 6:15 pm.**

**Public in attendance: Peter Scherer, Jace Dovolis**

**Respectfully submitted,**

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**Jane Burgess, City Clerk**