

**Tuesday, March 12, 2024, 5:30 PM**  
**CITY OF MINNETONKA BEACH**  
**APPROVED PARK COMMISSION MEETING MINUTES**

**Members Present:** Chair Kim Petersen, Vice Chair Laura Paine  
**Commissioners:** Dave Christiansen, Jolynn Gamble, and Curt Holt  
**Absent:** Panait and Rezabek  
**Staff Present:** City Clerk Jane Burgess, Public Works Superintendent Jason Hilgers  
**Council Liaison:** Tracey Breazeale  
**Guests:**

**Petersen opened the meeting at 5:30 pm.**

**1. Minnetonka Beach Business**

- 1.1. New Commissioner Sworn In – Jolynn Gamble
- 1.2. Approve Agenda – March 12, 2024

**Paine motion, Christiansen second to approve the March 12, 2024, meeting agenda. With all members voting in favor, motion carried.**

- 1.3. Approve Minutes – January 2, 2024

**Christiansen motion, Holt second to approve the January 2, 2024 meeting minutes. With all members voting in favor, motion carried.**

- 1.4. Chairs Welcoming Comments – KP and LAP

Petersen thanked commissioners for their time and getting things done for the Park Commission and the City. Paine thanked Jolynn Gamble for joining the commission to share her wealth of knowledge with the commission. Gamble stated that she and her husband, Scott, are so grateful to be living in such a wonderful community. They discussed how dry it is outside and the mild, but snowless winter.

**2. Administration**

- 2.1. Calendar Review – LAP

Petersen stated that the Civic Committee's Progressive Dinner schedule has changed. Breazeale stated that the party will now be every 18 months with a spring fall rotation to allow residents who may be gone either spring or fall to be able to attend. Also, it may interest more volunteers to help with the event. There have been about 100 attendees at the last few parties. She added that the attendance at the Feb. 4<sup>th</sup> Skating Party was great, and everyone had fun despite the recording breaking warm weather. They thanked Hilgers for all his efforts in keeping the ice frozen at the rink.

Petersen stated that vendor contracts are due at the April 2<sup>nd</sup> meeting so they can be approved at the April 8<sup>th</sup> City Council meeting. They discussed the Spring Cleanup event with possible dates and that the three Junior Civic Co-Chairs can help and get other kids in the community to help. They will see how many can do the event the end of April or May 4<sup>th</sup> or 5<sup>th</sup>. With the early ice out, the Swim Beach Docks might be installed the end of March allowing for two weeks to complete the project if there are any weather issues. The cleanup could take place after that.

- 2.2. Budget Review – KP

The budget is in the packet so the budget can be considered for vendor proposals and contracts.

- 2.3. Signed Seasonal Contracts due to Jane Burgess by April 2, 2024

This was discussed earlier.

### 3. Operations

#### 3.1. Calendar Review

- **Hard Asset Inspections – March/April JH/LP**  
Petersen invited all commissions to do the hard asset inspections tour as it would be very helpful for all to see what the Park Commission needs to take care of. When a date for the tour is determined then Burgess will issue a Notice of a Possible Quorum for that inspection.
- **Green Asset Inspections – May/June**  
Same as above. They discussed that plants are starting to come up early due to the unusually warm weather.

#### 3.2. Work Assigned SPOC & Teams Updates

##### **Hard Assets**

- **Punch List – Hilgers**  
Hilgers stated that his Punch List will be created from the Hard Asset walk through inspection. He can install the new sign for the Pollinator Garden in Lafayette Park soon. They discussed that as the garden grows the sign can be moved, but for now Holt will stake where the sign should be placed. The sign came with installation instructions. Holt spoke about the use of Short Grass Prairie Mix in the garden. He stated that the first year the plants sleep during germination, the second year they creep, and the third year they leap. They discussed mowing height recommendations and timing. Holt weeded the garden. When 12 inches tall it should be mowed otherwise go around it.
- **Rip Rap – Hilgers**  
Hilgers signed the Crystal Bay shoreline rip rap project contract with Niccum Docks for shoreline at City Docks 2, 3 and 5-7. Breazeale asked about a grant for rip rap and Petersen said that she and Rezabek are working on it and have a July deadline for submission.

##### **Green Assets**

- **Gardener Contract – CH**  
Holt stated that he asked Gardens by Lynn yesterday to submit their proposal for 2024. He and Petersen met with Lynn last fall to talk about 2023 and what is needed for 2024. Holt stated that Lynn is very busy this year with the addition of her personal garden selected of one of four gardens on the Minnesota Landscape Arboretum Home Tour this year. Holt told Lynn to contact Hilgers ahead of coming to work at City Hall so he can remove leaves there prior, so they don't do it like last year. Also, Lynn should let Hilgers know ahead of time when she will be doing the Welcome Sign plantings so he can have water at sign. Hilgers stated that he will bring the watering tank there when needed. Petersen asked Hilgers if he has volunteer helpers this year. He said he is working on that but wants workers that can work independently as he won't always be able to be there working with them. Gamble stated that she will ask Chris Zinn for information on the Presidential Service Program that his son Kyle did with Kyle Lewis last summer. They worked for Hilgers putting in 200 hours of hard work in the City. Hilgers will be involved in volunteer selection.
- **Native Plantings – CH**
- **Tree Plantings and Care – PR**  
Petersen stated that the water brigade will be needed throughout the City with the possible 4<sup>th</sup> year drought and no water for plants, trees etc. this winter. The water tank holds 275 gallons, and they will look for watering helpers. Hilgers stated that he might allow hydrants to be used to water the trees if an emergency use needed to water the trees as they are supposed to be watered three years per the grant.

- Forest Restoration – DC  
Christiansen stated that it is too early to tell what’s happening out there and he needs to find out the starting point assessments for restoration and renovation. Petersen stated that the invasives need to be dealt with. Shane from Hennepin County, Rezabek, Petersen, and Hilgers a walk through the woods. Shane was impressed that the City’s woods that have been treated for invasives for 15 years or more. She added that once Buckthorn is eradicated for two years, the seeds will be gone, and Elderberry is good for shading out Buckthorn seeds. Christiansen stated that Buckthorn must be managed in an entire city to be effective. Petersen stated that Prairie Restoration can do Buckthorn removal on City property if needed. She also has a great educational piece on the importance of Buckthorn removal and education that Burgess will include in the Beachcomber newsletter. Residents need to know that Buckthorn puts something in soil that causes other plants not to grow. The City should educate residents of how to dispose of it. It is primarily spread by birds and grows from shrubs to huge trees.
- Turf Restoration JH  
Hilgers removed soybean meal treatments for LRHA. The geese ate the soybean meal that was applied at the Swim Beach last year, and the failure rate of the E Coli water testing done by Hennepin County went up. Holt stated that Preemergent would be bad for the pollinator garden.
- Swim Beach Contract – LP  
Burgess offered to help Panait who is absent by asking Waterfront Restoration to give the City the same rate as last year for the same frequency and scope of service. Mayor Pagano would like Parks to contact Lake Restoration as they have a number of chemical options for a variety of services at the Swim Beach.
- Docks Liaison Update – LP  
Burgess will include Breazeale on email thread with Dock Committee Chair Jeff Steinke to schedule the next meeting for review of possible Swim Beach reconfiguration options. Breazeale explained that they are looking at different configuration options, but nothing will happen this year.
- Restore the Shore – KP  
Petersen stated that Parks budgeted \$600 for Natural Shore Technologies for the third year for work on the Swim Beach native plantings. Last year, they added plants where it was thin. Holt asked if Parks could request in the CIP creation of an educational sign at the Swim Beach native plantings site. Or, maybe it could be funded in an end of the year budget spend down. He would like to see a goal be set to have more educational signs throughout the City, and this would also satisfy grant and Monarch Pledge requirements. Gamble stated that maybe residents would donate the \$550 expense for each additional sign. Holt stated that his vision for Lafayette Park is to have more educational signs there and one could be a Milkweed themed sign. Stressing the importance of planting Milkweed to save the Monarchs, Holt stated that there was only 1.5 acres of Monarchs in Mexico this winter.

#### 4. FYI’s

- 4.1. Petersen stated that Mayor Pagano suggested that the City bench at the corner of Lafayette Road and Woodbridge Rd be moved to the green space near the Dahl Library and Dakota Trail. They discussed this and agreed it would be good to relocate the unused bench next to the other bench already there.

**Holt motion Christiansen second to seek council approval to relocate the bench at Lafayette and Woodbridge Rd to next to the Dahl library. All ayes the motion carried.**

They discussed the donation policy as Gamble asked about donating trees, signs, benches to honor those who have served the City.

Paine shared her ideas for the Park Usage survey to go to residents and how it could be worded. She had resources with great wording ideas and sample surveys sharing some of them with the commission. Gamble

acknowledged the costly new water treatment plant project, and not spending money on new amenities in parks but get residents' input. They discussed the survey having only three questions and also explain why Parks is asking for resident input and what they are going to do with the survey information. Breazeale suggested utilizing a survey to get resident input for the new 5YP. They also discussed that a first survey could ask residents what they want in City parks unprompted. A second survey could take the results and rank them.

They determined that the goal of a resident survey is to get input on future possible park investment strategies.

4.2. Public Space/Forest Land Rights

4.3. Tree Trust and Hennepin County Resident Tree Sales

The links were provided for tree sale options and Petersen explained them.

4.4 Volunteer Opportunities – Planting

5. Commissioner and liaison comments

Holt requested that a brighter light be installed at the Welcome Sign as the existing one is not bright enough.

Hilger stated that he found a vendor, South Lake Ash Shield, to treat Crabapple Trees to prevent apple scab and apple rust for \$450 for two years of nine treatments. This will be discussed at the April 2<sup>nd</sup> meeting.

6. Closing Comments and Adjournment

**Paine motion, Christiansen second to adjourn the March 12, 2024 Park Commission meeting. With all members voting in favor, motion carried.**

**The meeting adjourned at 7:19 pm.**

**Public in attendance:**

**Respectfully submitted,**

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**Jane Burgess, City Clerk**