

**Tuesday, April 02, 2024, 5:30 PM  
CITY OF MINNETONKA BEACH  
PARK COMMISSION MEETING MINUTES**

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

**Petersen opened the meeting at 5:32 pm.**

**1. Minnetonka Beach Business**

1.1. Approve Agenda – April 2, 2024

**Christiansen motion, Gamble second to approve the April 2, 2024, meeting agenda. With all members voting in favor, motion carried.**

1.2. Approve Minutes – March 12, 2024

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

1.3. Chairs Welcoming Comments – KP and LAP

Petersen welcomed everyone back with winter arriving finally after the continued drought and mentioned that perhaps a water brigade may not be needed so soon.

**2. Administration**

2.1. Calendar Review – LAP

Paine stated that the Hard and Green Asset inspections need to take place and dates determined at this meeting, and the Spring Swim Beach Cleanup day set with Junior Civic. Petersen asked that the Progressive Dinner be removed from the 2024 calendar and vendor contracts are due today for council to approve at their April 8<sup>th</sup> meeting. She added that the CIP and Budget will be discussed later in this meeting.

2.2. Budget Review – KP

Petersen stated that the budget is in packet to help with vendor contract budgeting. All the contracts for this year are within budget. They discussed Hilger’s seasonal volunteer help options for this summer that are in the works with two of them interested in volunteering to complete the Presidential Service Program like K. Zinn and K. Lewis did last summer.

2.3. Signed Seasonal Contracts due today

- Waterfront Restoration for Swim Beach cleanup – LP

Panait stated that Waterfront Restoration will perform the same work for weed removal at the swim beach and beach cleanup as last year for the same price of \$3400 for six visits.

**Paine motion, Christiansen second to approve the Waterfront Restoration contract for \$3400 for 2024 services. All ayes, motion carried.**

Panait explained that another vendor, Lake Restoration, which serviced the City years ago, is able to use a generator to sweep the sand to pull weeds. One of their chemical components treats sand and one treats the water

killing algae and organic burden which can mean there would be less E coli. He asked the company about toxicity with kids. Panait added that they have a retractable fish line type of fence installed on the shoreline to keep geese away, but Hilgers did not recommend this and added that the lights currently being used have been working to deter geese. Breazeale said they have the line at their house and can't use it at their beach. The geese find a gap and walk through and over it. She added that the minute the line is not up in an area the geese move in so agreed that this won't work at the Swim Beach.

Burgess stated that the City used Lake Restoration for chemical treatments most recently in 2016.

- Gardens by Lynn – Holt  
Petersen explained that this will be their second year working for the City. Their proposal for 2024 is \$5925.00 for annuals and 75 hours of labor. Specific projects and locations in the City are included in the proposal. A few adjustments but total cost will be the same. Holt will meet with Lynn.

**Christiansen motion, Paine second to approve the Gardens by Lynn contract for services in 2024 for \$5925.00. All ayes, motion carried.**

- Turf – Hilgers  
Turf is under the Public Works budget so Parks does not approve these items.
- Crabapple Trees – Hilgers and Rezabek  
Hilgers obtained a proposal from South Lake Ash Shield to do bi-annual injections to 9 Crabapples to prevent apple scab and apple rust for \$450.00, which is less than Bartlett.

**Panait motion, Christiansen second to approve the South Lake Ash Shield contract for \$450.00 for 2024. All ayes, motion carried.**

- Restore the Shore – Petersen  
Petersen obtained a proposal from Natural Shore for their third year of three for maintenance of the native plantings at the swim beach. They will provide three visits for \$550 for weed control and herbicide application.

**Gamble motion, Christiansen second to approve the 2024 Natural Shore standard maintenance contract for \$550 at Swim Beach Park. All ayes, motion carried.**

- Biffs – Burgess  
Burgess received a proposal from Biffs for 2024 with the same schedule and both Swim Beach and Ray Peters Park locations as in the past. The assumption is that winter will be more normal next year and the Biff will be at the skating rink longer than the beginning of this year where it was for only a few weeks. The cost for 2024 is \$1,073.79. \$900 was budgeted and approved so this is over by \$173.79. It may come in at budget if the service times are shortened due to weather conditions.

**Paine motion Christiansen second to approve the Biff's contract for 2024 with estimated charges of \$1073.79. All ayes, motion carried.**

#### 2.4. CIP Requests for 2024

Shoreline Restoration Signage at Beach Park – it doesn't meet the minimum CIP request dollar amount of \$5,000 as it is only \$550.

Other – everything else is in good shape. Hilgers will see if the two volunteers who will work with him this summer can stain the warming house.

### 3. Operations

#### 3.1. Calendar Review

- Hard Asset Inspections – March/April JH/LP  
Hilgers and Panait’s Hard Asset inspection is to take place on 4/19 at 8 am. They will meet at City Hall. with Paine joining them. Gamble will do the tour later with Petersen.
- Green Asset Inspections – May/June  
Christiansen, Petersen, Holt, Gamble and Paine will do a Green Asset inspection on Friday 5/10 8am meeting at City Hall. Burgess will post notices of possible quorums for this event.

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

##### **Hard Assets**

- Punch List – Hilgers  
Hilgers stated that the Punch List will be created from the results of the Hard Asset and Green Assets inspections.

##### **Green Assets**

- Gardener Contract – Holt
- Native Plantings – Holt and Petersen
- Tree Plantings and Care – Rezabek
- Forest Restoration – Christiansen
- Turf Restoration - Hilgers
- Swim Beach Maintenance – Panait
- Docks Liaison Update – Panait  
The May 9<sup>th</sup> Dock Committee Workshop meeting with LMCD Board member and resident Richie Anderson is to discuss possible changes and improvements at the Swim Beach Docks. The configuration presented at the last Dock Committee meeting will not work due to wind, the beach, and tight turns. A new date is in the works.
- Restore the Shore – KP

##### **Administrative & Financials**

- Grants – PR  
Petersen reported that she and Rezabek are working on rewriting a Hennepin County grant opportunity to present to city council for possible reimbursement for the rip rap and shoreline restoration projects at Crystal Bay City Docks. Clean up invasive and native plantings. If the City adds plantings, then a portion of or all of the hard asset expense may be covered by the grant as well. They are making sure the grant is written correctly and that this will not make more work for Jason as it is one and done. There is no match required and the installation can be over three years to complete work. The grant is worth pursuing and the deadline is May 30<sup>th</sup>.

- Volunteerism – JG

Gamble stated that the plans are underway for the annual Spring Cleanup of Swim Beach Park. Breazeale is working with the three Junior Civic Co-Presidents for a date which may be April 28 or May 5<sup>th</sup> for 90 minutes to 2 hours. Hilgers prefers the 28<sup>th</sup> and Gamble stated that she is working with Frank, Lund's Manager, for donations provided for the event and she completed the donation request form. The store might donate a gift card as well, along with cookies and yet to be determined other food and water bottles. Burgess will give Gamble last year's flyer as a sample and include this messaging in the weekly SPLASH! eblast, the Shoreline Drive message board and the Beachcomber.

- Resident Survey - LP

Paine presented a draft of a resident survey that she created to help determine who is using the parks, their ages, and what time of year they use them and frequency. There is a question asking what residents like to do in our City parks, safety concerns if any, and what they would like to see added in the future. This survey could be included in the City's utility bill mailing the first week of July. She presented survey options including QR Code possibilities, website use for the survey, name optional for person completing the survey and possible questions. The Commission discussed everything Paine presented and had favorable opinions. They discussed Ebikes and that they are legal on the Dakota Trail but not on City property. An updated draft will be discussed at the May Parks meeting.

#### 4. FYI's

Petersen stated that Rezabek shared a link to MN Department of Agriculture for free Emerald Ash Borer workshop. Burgess printed the flyer Rezabek was referencing for the commissioners with all class offerings. She also printed the educational article Petersen found about why Buckthorn is so bad and should be removed. She will include the article in the SLASH! Eblast and Beachcomber as well.

#### 5. Commissioner and liaison comments

Breazeale suggested that Burgess remind residents in the Beachcomber and SPLASH! eblast about the rules for golf carts and other motorized vehicles in the City. Ebikes are heavy and damage turf. They discussed how nice it is that the Swim Beach docks are being installed so early this year with the nice weather.

#### 6. Closing Comments and Adjournment

**Gamble motion, Panait second to adjourn the April 2, 2024 Park Commission meeting. With all members voting in favor, motion carried.**

**The meeting adjourned at 6:51 pm.**

**Public in attendance:**

**Respectfully submitted,**

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**Jane Burgess, City Clerk**