

**City of Minnetonka Beach  
Park Commission Meeting Minutes  
May 5, 2020**

Mayor Lindstrom determined that an in-person meeting was not practical or prudent because of the COVID 19 health pandemic and that this Park Commission meeting was held remotely using Zoom Teleconferencing. This was done in accordance with MN State 13D.02

**Roll Call:** Chair Joe Pagano; Vice Chair Katie Norman; Commissioners: Dan Forbes, Harlan Lehman, Kim Petersen, Patty Rezabek  
**Absent:** Chris Dovolis  
**Staff Present:** City Clerk Heidi Honey, City Administrator Pat Melvin  
**Council Liaison:** Tracey Breazeale  
**Roll Call Residents:** Vibhu and Julia Sharma, Judy Soukup, Laura Inglis

Chair Pagano called the meeting to order at 5:15 pm.

**1. Administration**

1.1. Welcoming Comments

Pagano stated that the focus of first quarter was planning and for the remainder of the year the focus will be on execution and the long term.

1.2. Approve the May 5, 2020 Meeting Agenda

**Forbes motion, Rezabek second to approve the May 5, 2020 Park Commission meeting agenda. Roll call vote: Forbes - aye, Lehman - aye, Norman - aye, Peterson - aye, Rezabek – aye. The motion carried.**

1.3. Approve Minutes – February 4, 2020 Park Commission Meeting Minutes

**Rezabek motion, Forbes second to approve the February 4, 2020 Meeting Minutes. Roll call vote: Forbes - aye, Lehman - aye, Norman - aye, Peterson - aye, Rezabek – aye. The motion carried.**

1.4. Updates

1.4.1. Katie Norman – Life’s a Beach and Goose Update

Norman stated Life’s a Beach wanted to increase fees to \$8,000 with less visits, and, after much negotiating, the contract was \$6,000 (as budgeted) for 50 visits – 42 regular visits June through August, and 8 supplemental visits. The focus will be on Mondays, and they will also clean on Wednesdays, and Fridays. Hennepin County is planning on testing for E-coli unless the governor makes changes to that program. Geese deterrents are supposed to deter the geese from nesting and laying eggs. They will monitor it this year.

1.4.2. Patty Rezabek – Tree Inventory/Grant Opportunities – Phase

Rezabek reported that the tree inventory will begin after trees leaf out. She received grant opportunities for Phase 2 of the inventory and other future needs. It can go up to \$50,000 and would require some funds from the city. She is forwarding the information to Erik Paulsen from Bartlett, Otten Brothers, and Brian Berent. Rezabek then stated they city would do education and outreach and she suggested Joe Tilli get involved in that part. Rezabek has five weeks to complete the paperwork.

1.5. Environmental Impact – Kim Petersen

Petersen wants to propose a safety plan for the city to become a non-toxic neighborhood which would require education and policy changes for the parks and open spaces. This would be done through a partnership with Non-Toxic Neighborhood, which is a program currently in place in 65 cities, 1,700 parks and 300 school districts. Standard practices of using chemicals for turf management are no longer safe. New products are more

cost effective and effective at weed management than in the past. The program offers policy templates and product lists for the city to look at and decide if it wants to pursue it. The commissioners supported Petersen researching this further, especially since the city is surrounded by lakeshore. Petersen will work with the green asset team and present more information at the July meeting.

#### 1.6. Asset Inventory Review – Hard and Green

Pagano stated asset inspection is the core of everything that Parks does. He thanked commissioners for their effort and detailed inspections. Because many of the assets fall under Public Works responsibility, Berent will follow up with what he is able to complete. Forbes inspected the interior of the Dahl Library and concluded it was generally in good shape. He recommended a film to be placed over window cracks. Rezabek thinks they should be replaced or re-paned. Forbes explained that replacing the windows would require custom window replacement and the previous estimate was over \$10,000. The glass cannot simply be replaced because the frames are not designed that way. They may be able to get larger windows and frame larger openings. Rezabek and Forbes can discuss it further.

Rezabek noted three items from the 2019 Infrastructure Project that need attention: 1. The corner across from Half Moon has large gravel and people are using it as a parking lot and it needs to be returned to turf, 2. Trees that were removed near the beach fire lane should be replaced, 3. Shrub damage at the lift station on Woodbridge and 15. She will send a list to the mayor and asked commissioners to add items if they have any. They will also be added to the green asset list. She also discussed burning bushes that looked dead last year at city hall. Honey stated that the burning bush appear to be growing back and the gardener is watching them. Rezabek discussed Lafayette Park and she will monitor its condition as it recovers from last year's construction.

Petersen will look at replacing the removed dead tree in the Crear Garden and she suggested Pagano's donated plants be added to the garden at the swim beach.

#### 1.7. Budget Action Items

Pagano reviewed budgeted work items for 2020 and that funds from categories with no work assigned may be reallocated to other things as the season goes on. He also recommended grouping similar projects together to save money, such as carpentry or staining and painting.

#### 1.8. CIP

Pagano then reviewed the 2020-2024 CIP and stated that the CIP will now go out to 2030. Paint and carpentry items could be combined to meet the \$2,500 CIP threshold. He went on to explain that the CIP requests do not include any assumptions for the Livingston donation and that all requested items for CIP consideration were the result of asset inspections.

Based on the inspections, the following items were proposed:

- Timbers that act as steps up to Ray Peters need to be replaced
- Rip rap near the beach toward 15 needs to be installed to control erosion (2021 CIP \$10,000 already approved)
- Pavers at swim beach- remove from 2021 CIP and reset them instead of replace
- EAB treatment was \$8,000 for 2020 but it usually costs closer to \$7,000. Rezabek suggested shifting EAB to 2021 to try to get grant money to use with it. She consulted with Bartlett and Erik Paulsen felt it would be safe to move it to next year and then continue with every other year. The CIP money would be used as a grant match. (2020 CIP \$8,000 already approved)
- Half Moon drainage estimate of \$35,000 from the City Engineer. This was brought up during inspections and not related to the potential playground donation proposal.
- Replace lights at Ray Peters Park (2021 CIP \$5,000 already approved)
- City hall playground for \$75,000 in 2021 (2021 CIP \$30,000 already approved)
- Half Moon playground for \$60,000 in 2021
- Swings at both parks could be replaced in 2025.
- Skate park new decking - \$7,000 in 2027.
- Warming house and Library roof replacements \$4,000 each in 2026
- Utility vehicle \$12,500 (2021 CIP \$12,500 already approved)
- Berent asked Parks to add replacing stairs at Woodbridge to 2023 CIP for \$3,000

Discussion –

Rezabek thought the cost of drainage and playground equipment was high. Lehman stated the City Hall playground is not ADA acceptable and does not meet safety standards. Half Moon playground could have more money put into it. He did not think it was worth putting drainage money into Half Moon with Ray Peters up the hill which has a flat dry area. Commissioners discussed equipment liability and safety concerns. Lehman stated that it is not worth paying \$500 -1,000 for an inspection because he did the inspections and knows guidelines. He took photos of safety concern items. Commissioners discussed balancing age of equipment and safety. Forbes discussed the wetness in areas of the park and suggested addressing those areas with garden/turf management because some areas are dry and properties in the entire area have water issues.

Resident Vibhu Sharma – address – stated the park and surrounding properties are in low lying area with shade. He stated a lot of money has been spent on drainage there already. He would like to understand the safety concerns and see if those items can be fixed instead of replacing equipment. He did not support spending \$60,000 to replace equipment that is 16 years old when City Hall equipment is 25 years old. He thinks the water tower and roads are important issues for the community.

Resident Laura Inglis – address – Inglis stated that Half Moon Park has always been wet regardless of drainage fixes. She supported fixing unsafe equipment and not purchasing new equipment. She referred to the Five Year Plan and noted that Half Moon playground equipment was not a concern on the Capital Improvement Plan on page 26. (Note:2020 Half Moon playground inspection revealed the need to replace as discussed above. The 5YP had information from the 2019 inspections)

Pagano summarized commissioner discussion:

Remove beach pavers from 2021 CIP

Remove Half Moon drainage

Priority: City Hall playground, rip rap, EAB treatment, lights at Ray Peters, cedar benches and Half Moon playground

Forbes thought EAB treatment needs to continue. Rezabek stated that EAB costs will go down over time.

Commissioners discussed costs to repair playground equipment and the need for a replacement plan. Playgrounds could be done in phases, but it is more expensive because of mobilization and freight. Most costs are up front so they could plan \$30,000 one year and \$10,000 each of the next two years. Both playgrounds could be the same cost. Lehman offered to reinspect Half Moon for safety issues, but he anticipated safety repairs would be \$1,500 and handled in the budget. City Hall playground \$50,000 spread over 2021-2023, and Half Moon \$50,000 spread over 2024 – 2026.

Cedar Benches – Paint frames and put recycled plastic lumber boards for \$5,000 for 6 benches.

Timber walkway at Ray Peters from Half Moon park – Lehman recommended recycled plastic boards @\$150 per board that can be cut to size for 8-10 steps. Since they are set in dirt, they could be seconds and part of the Park budget in 2021. Remove from CIP. Forbes will count number of steps and lineal feet.

Swings at City Hall and Half Moon do not need to be replaced.

Swings at Ray Peters do not comply with safety standards but are not in Comp Plan and could be removed. Lehman recommended that the skate park not be moved back and forth because it gets damaged.

Summary – EAB 2021, 2023, 2025

2021 – City Hall playground - \$30,000 (#1), Rip rap - \$10,000 (#2), EAB - \$7,000 (#3), Ray Peters Lights - \$5,000 (#4)

2024 – Half Moon playground - \$30,000 (#6)

2023 – Cedar benches refurbish - \$5000 (#5)

2027 – skate park refurbish/new decking - \$7,000

2028 – library roof and warming house roof - \$4,000 each

## Approved Park Commission Meeting Minutes

Forbes expressed concerns about moving EAB or City Hall playground, but others could be moved as needed for budget concerns. Pagano asked Rezabek if this would jeopardize any grant funding. The \$7,000 would be included in grant match in 2021.

Pagano summarized the final discussion:

2021 – City Hall Playground phase 1 - \$30,000

2021 - rip rap - \$10,000

2020-2030 or 2021-2029 EAB – undetermined year – Forbes/Lehman thought it should remain even years so it was decided to keep 2020, 2022, etc

2021 – Ray Peters lights - \$5,000

2022 - City Hall playground phase 2 - \$10,000

2023 - City Hall playground phase 3 - \$10,000

2023 – Refurbish cedar benches - \$5,000

2024 – Half Moon playground phase 1 - \$30,000

2025 – Half Moon playground phase 2 - \$10,000

2025 - steel frame bench replacement placeholder - \$2000

2025 – Picnic tables placeholder - \$5000

2026 – Half Moon playground phase 3 - \$10,000

2027 – skate park ramp placeholder - \$7,000

2028 - library and warming house roofs placeholder - \$4,000 each

Lehman will research pricing on skate lite for the skate ramps. Lehman asked Breazeale about applying for a grant this year to purchase equipment and save money instead of purchasing equipment next year. Breazeale stated it would be a Council decision, but it may be a valid argument to save money. Pagano will summarize this discussion and Honey will send out tomorrow. Pagano will submit CIP forms based on discussion above.

### 1.9. Consent Agreements

1.9.1. Authorize SPOCs to move forward with Budget Action Items

1.9.2. Authorize Chair to submit CIP forms with authority to move project years

1.9.3. Authorize Lehman and Pagano to continue as assigned contacts to work with Livingston through Council's decision

1.9.4. Authorize Rezabek to continue pursuing Phase II of Tree Inventory/Forest Management Grant

Pagano stated these items were discussed earlier and he asked that commissioners approve moving ahead on the items as listed above.

**Forbes motion, Petersen second to approve the consent items above. Roll call vote: Forbes - aye, Lehman - aye, Norman - aye, Peterson - aye, Rezabek – aye. The motion carried.**

## 2. Adjourn

**Rezabek motion, Forbes second to adjourn the meeting. Roll call vote: Forbes - aye, Lehman - aye, Norman - aye, Peterson - aye, Rezabek – aye. The motion carried.**

Chair Pagano adjourned the meeting at 7:14 pm. Next meeting: June 2, 2020 at 5:15 pm.

Respectfully submitted,

---

Heidi Honey, City Clerk