

Tuesday, May 6, 2025, 5:30 PM
CITY OF MINNETONKA BEACH
PARK COMMISSION AMENDED MEETING MINUTES

Members Present: Chair Kim Petersen, Vice-Chair Laura Paine
Commissioners: Dave Christiansen, Jace Dovolis, Jolynn Gamble, Lucian Panait, and Patty Rezabek

Absent:

Staff Present: City Administrator Heidi Honey and Public Works Superintendent Jason Hilgers

Council Liaison: Chris Dovolis

Guests:

Petersen opened the meeting at 5:32 pm.

1. Minnetonka Beach Business

1.1. Approve May 6, 2025 Park Commission Meeting Agenda

Rezabek motion, Gamble second to approve the May 6, 2025 Park Commission Meeting Agenda. All ayes, motion carried.

1.2. Approve Park Commission Meeting Minutes of April 1, 2025

P. 4 two typos noted that will be corrected.

Rezabek motion, Dovolis second to approve the April 1, 2025 Park Commission meeting minutes as amended. All ayes, motion carried.

2. Administration

2.1. Administrative Calendar Review – Gamble

Gamble reviewed the calendar. All items from January through April have been accomplished. Change the date for CIP and budget to the next meeting. Change CIP to correct Council approval date. Honey will work on a CIP schedule next year that aligns better with Parks asset inspections.

Monday Fundays are moved back to Mondays. Petersen will find out the dates to update the calendar.

2.2. Capital Improvement Program (CIP) Requests

Petersen stated requests must be over \$5,000. She asked if asset inspections revealed any items to be requested.

Panait discussed the asset inspection sheet. The playground border replacement from plastic to concrete would be very expensive. The City Hall Park basketball/four square asphalt needs to be seal coated again. It would cost approximately \$1,000 to do that. Honey suggested Parks add it to their budget for 2026. Rezabek suggested they look at grant opportunities.

Park Commission does not have any CIP requests for 2026. They will look at grant opportunities. There were discussions about planning for future maintenance of grant items since those are additional costs.

2.3. Budget Review – Petersen

Petersen suggested adding seal coating the sport court for City Hall. There was discussion about evaluating the gardener's increased budget for 2025 and seeing if additional funds are needed in 2026. There was discussion about tree replacements, which is approximately \$4,000 every other year. Hilgers stated instead of treating ash trees, it would be smarter to plant trees as replacements for ash trees that should be removed at the swim beach. New evergreens were fertilized last year, and they can determine if they need to be fertilized again. The trees are not taking root in the soil and the treatment was to make the soil better.

Gamble discussed the possibility of a tree sale next year. Tree Trust does not require the City to put any money up front.

3. Operations

3.1. Operational Calendar Review – Petersen

Petersen reviewed the operations calendar. She stated the calendar is a good guide that shows what happens each month of the year. Green cells are Parks responsibility and yellow ones Public Works responsibility. Dovolis suggested that a key be added for green and yellow squares. Burgess to update that.

3.2. Green Asset Inspections – Meeting Date

Green asset inspections are scheduled for May 14 at 2:30 pm. Petersen will check on Paine’s availability. Petersen, Gamble, Rezabek, Christiansen, Dovolis and Paine will attend at various locations throughout the city.

3.3. SPOC Updates

Hard Assets

- Hard Asset Inspection Results – Panait

Panait reviewed the inspection list. Items in yellow are changed from previous years. Most items need maintenance, washing, or painting. The exceptions are the asphalt at City Hall Park perhaps could be done by a grant. Curb replacement at city hall playground border. Hilgers has extra sections of the border and installs replacement parts as needed. There was discussion whether it is worth spending the money to seal coat the basketball court at City Hall since the surface is in poor shape. Seal coating is all that can be done. Overlaying it would be very expensive. There has been talk about installing a sport court. The basketball courts at Ray Peters should also be seal coated. Painting would be required also. This expense will be added to 2026 Budget. Hilgers will get pricing for seal coating and painting. Civic had requested four square and someone will follow up with them because no one sees those courts being used.

Steps to City Hall playground need to be eliminated and replaced with grass. Access to the playground is via the accessible sidewalk.

Dovolis motion, Gamble second to recommend City Council authorize removal of the steps at City Hall Park. All ayes; motion carried.

Hilgers will report on this at the May 12 Council meeting.

Removal of planters at swim beach was recommended by the hard asset team. Petersen waters the library window boxes and Rezabek waters at the swim beach. They requested the planters be put out so they can be planted. They will remain at the swim beach.

The planters at Ray Peters were destroyed by someone. They will not be replaced but swim beach pots could be moved there for the winter for spruce tips.

Woodpeckers are punching holes in the warming house. Hilgers will fix it.

There was a suggestion to remove the posts around Half Moon Park and replace them with curb. This could be done with a future street reconstruction project. There was also discussion of plantings along the edge which could also be a future project.

The tetherball needs to be replaced at the swim beach. Hilgers will replace it.

The Lafayette Ridge sign is deteriorating and beginning to rot. Someone will investigate further what needs to be done such as refurbish or recreate a new one. Hilgers suggested they look at options. The HOA may

have opinions. Hilgers will report on this at the May council meeting and get direction on how to address this.

Dovolis suggested the document have a few columns added for future years and item numbers.

- **Punch List – Hilgers**
Hilgers has his own punch list, and it includes the items identified and documented on the asset inspection spreadsheet. The Green Asset team will update their spreadsheet and Panait and Dovolis will update the Hard Asset sheet. Final documents will be sent to Burgess, so she always has the most updated version.

Green Assets

- **Gardener and Planters – Gamble**
Gamble reported Gardens by Lynn will be doing the plantings. They started clean up last week.
- **Restore the Shore and Native Plantings**
Petersen reported that restore the shore will be minimally updated this year to control invasives. She asked Hilgers to mow the growth at Lafayette Park at 3-4 inches. It will not require additional maintenance and mowing. At the Three Rivers open house some Orono council members expressed interest in the city's native planting initiatives.

- **Forest Restoration**
Three large new trees have been planted, and they need to be watered once per week. Christiansen will water them with five-gallon buckets.

Christiansen reported that 75 elderberry, choke cherry and hazelnut trees have been planted around the perimeter in front of Ray Peters Park and the edge of the woods. A few were planted by the warming house. He suggested they continue to monitor the woods for dying trees. More mulch was requested for the path. Hilgers will take care of that. Branches on the ground are healthy for the woods, but they can remove some brush in the fall.

- **Turf – Hilgers**
Hilgers reported he will begin mowing this week.
- **Swim Beach and Docks – Panait**
Petersen said swim beach looks great. Clean up day was very productive. Panait stated docks are installed and it went well. Christiansen stated removing one dock has made a difference in the view.
- **Environmental – Petersen**
No report

Administrative & Financials

- **Budget – Petersen**
No report
- **Grants – Rezabek and Gamble**
Gamble reported they met with Bill Whitely to discuss grants, and he is a resource for them. The opportunity grant will no longer be offered this year and funding is not available. Petersen has been talking with Hennepin County Commissioner Edelson for additional information. They will look at private grants.
- **Volunteerism – Spring Clean Up - Gamble**

The Spring Clean-up event with Junior Civic and Residents was Saturday, April 26 and it went well. City council, park commissioners, and others helped out. A Fall clean up event will be scheduled.

- City Tree Sale -
Discuss next month

4. FYI's

4.1. 2025 State of the Parks – Three Rivers Park District Highlights

Three Rivers is a great example of how parks are run. They focus on collaboration. They are a good resource for education. They will explore other ways to partner with them.

- Partnerships
- Tree Plantings – Close to 60,000
- Shoreline Stabilization
- Prairie Seed Collection
- Volunteerism

4.2. Mayor's Monarch Pledge - Park Commission Responsibilities

Petersen stated the pledge is in the packet and it explains the City's responsibilities. Dovolis is working on a sign at the shoreline restoration area at the swim beach.

5. Commissioner and Liaison Comments

6. Closing Comments and Adjournment -Petersen

Dovolis motion, Gamble second to adjourn the May 6, 2025 Park Commission meeting. With all members voting in favor, motion carried.

The meeting adjourned at 6:50 pm.

Public in attendance: none

Respectfully submitted,

Heidi Honey, City Administrator