

**City of Minnetonka Beach
Park Commission Meeting Minutes
August 1, 2017**

Members Present: Chair: Dan Forbes; Vice Chair: Patty Rezabek; Commissioners: Joe Pagano, Diane Rogers, Jody Sperduto, Boschwitz arrived at 7:55 pm

Absent:

Staff Present: City Clerk Heidi Honey

Council Liaison: Council Member Andrew Myers - Absent

Guest: Josh Leddy, Life's a Beach, arrived with Boschwitz at 7:55 pm

Chair Forbes called the meeting to order at 7:00 p.m. He stated the key item is the budget and he suggested they keep the meeting short so they can mingle with National Night Out residents.

1. Approve the August 1, 2017 Meeting Agenda

Forbes stated they had a request to discuss the gardener plans for City Hall as item 4.4 under Maintenance Reports.

A motion was made by Vice Chair Rezabek and seconded by Commissioner Forbes to amend the agenda by adding item 4.4 Review City Hall Gardener Plans to Maintenance Reports. With all members voting in favor, motion carried.

A motion was made by Commissioner Sperduto and seconded by Commissioner Forbes to approve the August 1, 2017 meeting agenda as amended. With all members voting in favor, motion carried.

2. Approve the July 5, 2017 Park Commission Meeting Minutes

Rezabek noted 3.2 Half Moon referring to Flagship completing the Half Moon project. She said if she had stated that Flagship had completed the project, she was wrong because she and Ben Young were dissatisfied with the drainage and grading. (Clerk Honey later reviewed the audio and confirmed that at the time of the July meeting, Rezabek stated Flagship had completed their portion of the work and it was after that date when grading issues were noted and Flagship was asked to remedy the grading).

Rezabek also noted that she has not been emptying the trash can at Half Moon because it is too difficult to empty. Honey will make the change after reviewing the audio.

Forbes noted a typo on page two. He also referenced item 5.1.3. and noted that a resident had voiced the concern about the canoe on the rack. Honey will make the corrections.

A motion was made by Commissioner Rogers and seconded by Commissioner Rezabek to approve the July 5, 2017 meeting minutes as amended. With all members voting in favor, the motion carried.

3. 2017 Budget to Date

Chair Forbes reviewed the expenditures through July and wanted to make sure Parks in on track to spend their budgeted funds. Sperduto thought the amount spent to date was lower than usual at this point of the year. Rezabek said it historically looks like this and most spending is done in the summer

and late fall. Sperduto stated Garden Gate will be submitting a bill for \$2,000 this week. She also said in past years, they would have purchased trees by this time of the year. Commissioners discussed purchases and work to be done by the end of the year. Pagano suggested comparing what has been spent to the 2017 budget discussion to expedite the process.

Tree & Forest (2524) – Budget \$10,500, currently spent \$1,547.00 on Tree Trimming
Tree Replacement - \$4,000 will be spent in August and September
Tree Trimming/removal - \$4,500 for tree trimming usually takes place in the fall and early winter
Arborist – \$500 will be spent this summer

Sperduto explained the process regarding who removes and trims trees. Approval of quotes is needed from the commission for specific tree removals. Ash tree removal costs come out of CIP. If work needs to be done on multiple trees, Erik Paulsen inspects them and Bartlett does all the work. If there is just one tree that needs to be removed, Tom Houston usually does it because he also grinds the stump. By September or October, they generally have a list of all tree removals with the work to be done by December 31 of that year.

General Landscape (2525) - \$9,875, currently spent \$1,430
Gardener - \$2,000 will be billed this week and the remaining contract amount will be spent this year

After further review, they determined there were no concerns that the budget will be spent.

4. Maintenance Reports

4.1. Beach

4.1.1. Rope/Buoys at swim beach

Chair Forbes said the buoys are faded and the rope is gone. The city received complaints of boats pulling up to the swim area. Forbes will ask Boschwitz to purchase rope and buoys with the funds to come out of the misc. budget.

4.1.2. Toy Box

Commissioner Pagano said St. Martin's Church cleaned the beach and toy box and removed broken toys from the box as a service project. He went on to say the toy box is a liability, a kid could get stuck in it and the lid is broken and dangerous. Commissioners discussed eliminating the box or getting a smaller one. They determined it would be a good time to modify people's behavior from thinking the beach is their personal space. Toys should not be left behind and residents should take all of their belongings with them when they are finished. Rogers stated the responsibility of the Park Commission is to maintain the beach in a safe and clean manner. Due to safety concerns, the commissioners decided the box needs to be removed immediately. The Park Commission will put a notice in the August Beachcomber that the toy box was removed due to safety concerns, it will not be replaced, and residents should take personal belongings with them when they leave the beach. They went on to discuss that the toys in the box had little value and, if they were special to someone, they shouldn't have been left at the beach.

A motion was made by Commissioner Rogers and seconded by Commissioner Sperduto to remove the defective toy box and its contents from the swim beach due to safety concerns. With all members voting in favor, the motion carried.

4.2. Half Moon

Vice Chair Rezabek said Andrew Myers and Ben Young met with Chad from Flagship on July 13, 2017 to address grading concerns. She is expecting an email update from him. He had overcharged the City \$1,075 and asked to retain \$500 to offset additional expenses due to the wet conditions. Rezabek requested a breakdown of the additional expenses from him and has not received it yet. Young will be involved in overseeing the additional grading work. They will have the work completed prior to discussing any additional payments.

4.3. Northview Wall Update – Pagano

Commissioner Pagano said George Norling needs additional information from Darren Amundsen prior to finalizing his quote. Rogers asked Pagano to ask Norling what maintenance is required on the walls.

Chair Forbes continued Item 4.1 Swim Beach now that Boschwitz and Josh Leddy from Life's a Beach arrived. Boschwitz stated it was a heavy weed season. Leddy stated that his bid was based on the fact that the previous year's work was done by a 16 year old girl with the occasional help of Andrew Myers. In 2016, he did weed removal at Greenwood city docks. They were inundated with weeds so he tracked wheelbarrow loads. He used his calculations of wheelbarrow loads from that job to calculate the quote for Minnetonka Beach. He said conditions were perfect for Curlyleaf Pondweed to thrive this spring. He said they are at the \$3,500 budgeted amount right now due to all of the weeds and they are spending a lot of time trailering weeds to dump them. He is losing three hours per day because he has 20 guys loading two trailers at the swim beach and they are waiting for the trailers to be dumped. They could be working other jobs pulling weeds by the root, which is their primary focus.

Forbes said that they have received positive feedback on their clean up at the beach but the City has budget constraints and asked them to finish the year per the contract. At the end of season, they can review his logs and determine costs for next year. Leddy said he spoke with Boschwitz and decided that on Wednesdays they only clean the swim beach area and not end to end. Commissioners discussed focusing on the swim beach area and not working all the way to both ends in the future.

Rogers suggested dock holders at the beach pay more in dock fees to contribute to weed removal by the docks and rip rap. She said the responsibility of the city is not to have a weed free area, just to maintain weed removal at the swim area. Pagano agreed with raising dock fees in that area. Rezabek asked how much man power would go into pulling weeds out to the buoys. Leddy said if they spent 5-10 minutes each visit pulling weeds out to the buoys, there would be significantly less weeds but they have not been doing that. Leddy suggested creating a community compost area for the weeds and the city may be able to get phosphorus credit. They would be willing to move the weeds to a compost area in the City because it would save them a lot of time.

A motion was made by Commissioner Pagano and seconded by Commissioner Rogers for Commissioner Boschwitz to meet with Josh Leddy from Life's A Beach to come up with options and report back to the Park Commission with the options by the end of the year. With all members voting in favor, the motion carried.

Honey clarified that he stated they would be at the \$3,500 now because of all of the weeds. Leddy stated that \$3,500 was less than he initially wanted to bid but he wanted the City to see the work they could do and he did not take into account the large amounts of Curlyleaf and milfoil.

Chopped up weeds self-propagate and removal of the weed plants is a long term investment.

Pagano asked what the cost would be if the weed situation is the same next year. Leddy replied maintaining the area end to end would be \$5,000-7,000 at the most. If they just did the swim area, it would be 1/3 the cost. Rezabek thought they were pulling weeds. Leddy said if they cleaned the swim beach area and pulled weeds all the way out within the swim area, it would be \$3,000-5,000. Sperduto said the priority should be time spent pulling weeds and removing weeds at the swim area and then they can move outwards if time permits.

Forbes proposed minimal maintenance on the rip rap area next year and see how it affects the swim area. Specific dock holders can hire work to be done at their specific dock. Commissioners discussed having them focusing on the swim beach area instead of end to end for the rest of the season and to use their discretion as what is needed.. Boschwitz will talk with Ben Young to find out if there is an area for them to dump the weeds in the City. Honey suggested they make a motion because this is a change to the parameters of the contract, which is Monday, Wednesday and Friday cleaning end to end. Forbes stated the contract does not say which area is done on which day and they have discretion as to how it is implemented. Leddy agreed with Honey that is what the contract states. Forbes said there is always room for both parties to use discretion in contracts and these types of changes of allocation of effort are within the area of discretion.

Commissioners discussed that some weed removal is required in the non-swim area because it will affect the amount of weeds in the swim area. They also said that 2/3 of the cost for weed removal is for the rip rap area which benefits dock renters and is not fair to all residents. Sperduto said they probably underbid the job to get the work and suggested they pay him more since they budgeted \$5,000. Honey stated that the contract is for \$3,500 and they cannot pay them more without Council approval. Boschwitz will check the contract to see if they are supposed to be pulling weeds.

4.4. City Hall Garden Plan

Commissioner Sperduto said Garden Gate will bill monthly. After meeting with Sperduto, Thurk understands that the commission is expecting her to take initiative to do what is needed, check in at City Hall and include the back of the building in their responsibilities. Sperduto discussed a proposal for a garden at the post office consisting of removing dogwoods, adding hydrangea, and filling in with plants that are currently in other locations at City Hall. The cost is \$1,281 to be paid out of the tree replacement budget because it is removal and replacement of shrubs.

A motion was made by Commissioner Pagano and seconded by Commissioner Boschwitz to approve the expenditure of \$1,281.29 for the gardening work in the back of City Hall, which will be funded out of the existing tree replacement budget for work to be done this year. With all members voting in favor, the motion carried.

Forbes asked about additional plantings this fall. Rezabek explained that some of the ideas John O'Reilly and Jenny Thurk had for City Hall were similar. Commissioners agreed that a tree should not be planted in back of City Hall because it would cause too much shade and open space is needed. Sperduto thought planting around the front steps of City Hall has priority over trees. Commissioners discussed spending approximately \$800 for the front steps and the remaining \$2,000 will go for trees planted elsewhere. The money would come out of tree replacements. Forbes was comfortable with a subcommittee determining the specifics of the remaining plantings. Rogers and Rezabek marked a map with potential areas to plant trees in the City.

Sperduto asked when the evergreen by the entrance sign will be moved. John O'Reilly and Erik Paulsen didn't think it needed to be removed but residents have complained. She suggested determining the cost to remove the tree as the first priority and planting something else to balance the area. It may be cheaper to cut the tree down and plant one somewhere instead of moving it.

Rezabek will research options for the evergreen removal/replanting/or replacement and also determine where to plant additional trees and report back to Parks at the next meeting. Pagano recommended planting smaller trees because they take root faster and need less water to establish themselves. Commissioners decided that Jenny Thurk from Garden Gate will be responsible for City Hall and will submit a bid for the additional plantings.

5. Old Business

5.1. 2018 Budget

Forbes stated a subcommittee consisting of Rezabek, Sperduto and Rogers met and proposed the budget in the packet. The subcommittee recommended the following changes to the current budget:

- Increase tree trimming/removal/spraying to \$6,500 from \$6,000 for crabapple spraying and trimming.
- Increase Tree replacement to \$6,000 from \$4,000 to continue to replace lost trees.
- Increase the gardener to \$4,500 from \$4,000 because she has increased responsibilities at City Hall. The table shows the previous year of \$3,600 but they had moved \$400 from weeding to the gardener.
- Decrease Annual Flowers to \$800 from \$1,500.
- Decrease Mulch to \$600 from \$1,500 because it only needs to be replaced every other year at City Hall and Half Moon playgrounds.
- Increasing Equipment maintenance to \$1,000 from \$500 because things are aging and more maintenance issues come up.
- Decrease Miscellaneous to \$2,000 from \$2,500.
- Increase Ray Peters Invasive Species Removal to \$1,000 from \$850 for poison ivy spraying.
- Increase Ray Peters Portable Toilet to \$600 from \$300 because the toilet is now there for two seasons instead of one.
- Increase Beach Park Sand Replacement to \$500 from \$400 because more sand is needed. Decreasing chemical treatment and weed raking to \$0 from \$1,050 because it is no longer needed.

Commissioners decided to budget \$5,000 for the beach cleaning service. They discussed raising dock fees for swim beach dock renters to pay for some of the weed removal. They agreed they are responsible for the swim beach not the entire dock area because the city does not remove weeds by other docks. Rezabek reminded the commissioners that the Swim Beach is a city park for all residents to use. Pagano then discussed the boat houses and views at the Swim Beach. Forbes reminded the commissioners that they have an additional \$2,000 in the CIP for tree replacement. Commissioners discussed the various things that are covered by the miscellaneous category.

The overall increase is \$1,300. They agreed that the proposed budget supports the Park Commission Mission Statement to protect, maintain and improve.

A motion was made by Commissioner Pagano and seconded by Commissioner Boschwitz to reduce the beach cleanup from \$6,000 to \$5,000 in the proposed budget in the packet for a total proposed 2018 Budget of \$29,825. With all members voting in favor, the motion carried.

6. New Business

6.1. Goose Removal 2018 (DNR Proposal)

Vice Chair Rezabek stated that removal of geese is an extensive process. She suggested they focus on disturbing nesting building in March and April, install reflecting tape, keep the dogs and see what happens for next year.

7. Adjournment

A motion was made by Commissioner Sperduto and seconded by Vice Chair Rezabek to adjourn. With all members voting in favor, the motion carried.

The meeting adjourned at 10:22 p.m.

Respectfully submitted,

Heidi Honey, City Clerk