

**City of Minnetonka Beach
Park Commission Meeting Minutes
Monday, October 4, 2010**

Members Present: Chair Patty Rezabek, Amy Johnson, Laura Inglis, Robb Ball, Dave Christiansen and Council Liaison Mike Taylor

Members Absent:

Staff Present: Marilyn Regnier

Others Present:

Materials Distributed:

1. Agenda 3. September Draft Minutes 4. Comparison Bid for Tree Trimming/Removal
4. Prairie Restorations 3-Year Buckthorn Mgmt Plan 5. Permit Application for Special Events
6. 1/11/10 Suggestions from City Attorney re Rink Usage 7. 2010 Budget & Expenditures

AGENDA ITEM	DISCUSSION	ACTION PLAN/ PARTY RESPONSIBLE
	<ul style="list-style-type: none"> Meeting called to order at 7:10 p.m. 	
1. Approve Agenda	<ul style="list-style-type: none"> Add Susan Breon – Donation of tree in memory of Laurie Snow. Add Joint Park Com/Dock Com Recommendation to Council regarding Dock Fee Increase for 2011 	(Amy Johnson motion, Dave Christiansen second to approve the agenda as amended; all ayes).
2. Oath of Office	<ul style="list-style-type: none"> City Clerk Marilyn Regnier gave Oaths of Office to Amy Johnson and Robb Ball. 	
3. Approve Minutes of August 2, 2010	<ul style="list-style-type: none"> No changes were made. 	(Laura Inglis motion, Amy Johnson second to approve the September 7, 2010 minutes as written; all ayes).
4. Maintenance Committee Report & Recommendations		
Concerned Tree List- Bids from A Cut Above & Robb's Tree Service	<ul style="list-style-type: none"> Discussed an ash tree on Thompson Cottage property that has been recommended for removal. It is on private property. Patty called Wendy Williamson and gave her the information that removal has been recommended by tree arborist and tree removal firm. Removed \$2,000 from bid: ash on private property and ash on city property (?) by Kloh's (Huntington Pt. E. and Cross Point Rd.) because it still has some 	Laura will call Tom H to

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	<p>growth on it.</p> <ul style="list-style-type: none"> Laura recommended Tom Houston, A Cut Above, to do the tree trimming/removal work. 	<p>review trees to be removed.</p> <p>Patty will call Robb's Tree Service to inform of taking other bid.</p>
Garlic Mustard / Buckthorn Removal Update	<ul style="list-style-type: none"> Cargill Request – Not discussed. City Removal – of garlic mustard. Prairie Restoration included bid for overspray for garlic mustard and for buckthorn. Will need to continue to assess need for spraying and pulling in spring. Check of Fire Lanes 2, 3 & 5, 6 & 7 –Amy Johnson. Ben took care of buckthorn removal at 2 and 3, didn't see garlic mustard. 4 – Also has buckthorn. Ben is recommending Parks hire someone to remove the buckthorn by the Arcola Bridge docks; too difficult for him to remove and haul up and over trail and down again. Need to clarify Hennepin County right-of-way with trail. 	<p>Laura will discuss garlic mustard with Prairie Restoration as it was included in the bid they sent.</p> <p>Patty to call AJ's Property Maintenance for a bid for buckthorn removal at the Arcola docks area after finding out property ownership.</p>
Concerned Tree List – Bids Needed	<ul style="list-style-type: none"> Will be discussed further at Nov. meeting. 	.
Tree Inventory Bid Planning Document - EAB	<ul style="list-style-type: none"> Tree Inventory – Tom Houston will map, identify the trees, inventory of boulevards and park trees in wooded areas. In wooded areas identify trees in mass, not singly listed. His bid is \$4,000. Need to fine tune the Park Commission's expectations of what is needed. Need to clarify how far to go off the streets to be in the road right-of-way. One suggestion was to start with one-half of the project with boulevards being completed first. 	<p>Robb B to provide his home tree inventory via email to Laura for Tom Houston to see.</p> <p>Marilyn to clarify with Ben how many feet off asphalt to be considered in the road right-way.</p>
Buckthorn Removal Ray Peters Park & Arcola Woods	<ul style="list-style-type: none"> Prairie Restoration bid for \$650 over spraying in Arcola Woods for buckthorn and garlic Ray Peters \$1,350 for buckthorn. Laura said the buckthorn needs to be cut and painted. Bid seems high; they are over in cost from originally estimated. Garlic mustard spraying is included? 	<p>Laura will contact Prairie Restorations about their bid.</p>

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5. Park Usage Policy for Special Events Recommendation to Council	<ul style="list-style-type: none"> Reviewed the policy and discussed needed changes. Need to make the policy specifically for public land. Questioned how many days out for notification of neighbors – 10 days not enough. 	<p>Marilyn to work on the Permit for Special Events to be only for public land.</p> <p>Bring draft back in November.</p>
6. Ray Peters Park Winter Use Recommendation to Council	<ul style="list-style-type: none"> Recommendation to have “Parking by Permit Only” at Ray Peters to try to remedy the problems of organized hockey playing that reduces resident use at the rink. Discussed how it might impact some of the users. Lights need to be turned off at 10 PM when park closes. Dave thought the plan already was going to be having it posted “Parking by Permit Only”. Commissioners discussed whether to include hours where there would be permit only restrictions, but decided not to. Discussed using cameras and what types. Recommendation was made to remove the phone from warming house since most kids have cell phones now. Need to see what is necessary for possible camera installation. Discussed signage and what should be said, “No Alcohol, drugs, or tobacco use in the Park. Make it a durable/substantial sign. A few general rules, not lengthy. Post on out side of warming house? Inside of warming house? Location to be decided. 	<p>(Laura Inglis motion, Amy Johnson second for a recommendation to Council to post signage at Ray Peters Park “Parking by Permit Only;” all ayes).</p> <p>Marilyn to ask Ben to make sure that the lights are off at 10 PM. when the park closes.</p> <p>Mike to find out what the options are for cameras in Ray Peters Park from a contact he has.</p> <p>Dave to check signage at the parks at the City of Plymouth and email info to Park Commissioners.</p>
7. Update Ordinance on Emerald Ash Borer	<ul style="list-style-type: none"> To look at City of Minnetonka ordinance for what could be added to Minnetonka Beach ordinance to bring it up to EAB requirements. 	<p>Dave & Robb to work on additions to city ordinance after looking at city of Minnetonka’s.</p>
8. 2010 Budget & Expenditures	<ul style="list-style-type: none"> \$7,823.74, or 43.5%, of the budget has been expended to date. 	<p>Continue to monitor.</p>

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	<ul style="list-style-type: none"> Remaining in budget: \$10,176 <p>Estimated other expenses: Tree trimming \$1,600, \$300 painting hockey boards, \$650 Prairie Restorations, Buckthorn removal \$2,000, tree inventory \$2500, Steel edging \$2,000, tree tops \$300.</p> <p>Estimated remaining \$800.</p>	
<p>Joint Dock Committee/Park Com Recommendation to Council regarding Dock Fee Increases for 2011</p>	<ul style="list-style-type: none"> Amy reported on the Dock Committee meeting. No.1 issue is with \$6,200 LMCD fee wrapped in the dock fees; it should be paid city-wide not in dock fees. Dock holders have been contributing \$5,000 to legal fund over the last three years. Dock Com figured \$6861 in revenue is given back to the city from dock fees. They want Council to maintain dock fees the same as in 2010 and not have fees increased as in the preliminary budget because they are already giving revenue to the city. Patty said that she spoke up at the September Council meeting and said that the city was protecting city land and suggested that the cost make up come out of the Parks budget as the fire lanes are considered part of the city park areas. Laura agreed and said that was a better solution to covering the costs vs. assessments to individual dock holders. The dock committee is requesting a joint recommendation to Council to not increase the dock fees as indicated in the preliminary budget. 	<p>(Amy Johnson motion, Laura Inglis second to support the Dock Committee's recommendation to City Council from their Sept. 30 Dock Com meeting to maintain the 2010 dock fees which produce revenue back to city as was stated by the Dock Committee; all ayes).</p>
<p>9. Public Works Director - Report</p>		
<p>Work Report</p>	<ul style="list-style-type: none"> Hockey Boards 	<p>Ben will be painting the hockey boards this week.</p>
<p>Work Request – Oct. & Nov.</p>	<ul style="list-style-type: none"> Branches on trail area at Ray Peters, Ben is taking care of them. City insurance for trees was mentioned by Robb. 	<p>Laura to talk to Ben about the Ray Peters Park trail what his plan is regarding wood chips.</p>

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<p>Gift of Snow Memorial Tree – Susan Breon</p>	<ul style="list-style-type: none"> • Susan Breon did not make the meeting. It was noted a collection is being made by the neighbors to the Snows for a gift of a tree in memory of Laurie Snow who passed away in August. Location for a tree would need to be decided. • Need to set up protocol for accepting gifts of trees, etc. for the city. 	
<p>10. Commissioner & Other Reports</p>	<ul style="list-style-type: none"> • Patty has met with Kevin Decker about joining the Park Commission. He will need to send in notification of his interest by Sept. 7th in order to be appointed by Council at their Oct. 12th meeting. • City Clerk Marilyn Regnier report that lights will be installed along path the accessible walkway because the area is very dark. 	

(Amy Johnson motion, Dave Christiansen second to adjourn at 9:30 p.m.; all ayes).

Next Meeting Date: Monday, November 1, 2010.

Meeting minutes respectfully submitted by City Clerk Marilyn Regnier.