

Tuesday, October 7, 2025, 5:30 PM
CITY OF MINNETONKA BEACH
PARK COMMISSION MEETING APPROVED AMENDED MINUTES

Members Present: Chair Laura Paine, Commissioners: Dave Christiansen, Pamela Hasselbring, Lucian Panait, Kim Petersen, and Patty Rezabek
Absent: Vice Chair Jolynn Gamble
Staff Present: City Clerk Jane Burgess and Public Works Superintendent Jason Hilgers
Council Liaison: Chris Dovolis
Guests:

Paine opened the meeting at 5:33 pm.

1. Minnetonka Beach Business

1.1. Approve October 7, 2025 Park Commission Agenda

Rezabek motion, Christiansen second to approve the October 7, 2025 meeting agenda. All ayes, motion carried.

1.2. Approve Park Commission Meeting Minutes of August 5, 2025

Petersen motion, Rezabek second to approve the August 5, 2025 Park Commission meeting minutes. All ayes, motion carried.

1.3. Oath of Office – Laura Paine, Kim Petersen, Pamela Hasselbring

2. Administration

2.1. Welcome new Commissioner, Pamela Hasselbring

Paine welcomed Hasselbring to the Park Commission and thanked her for the hard work she and her husband did at the fall cleanup event. Hasselbring provided background details about herself and reconfirmed her enthusiasm for joining the commission.

2.2. Administrative Calendar - LAP

Paine reviewed the Administrative Calendar noting the Civic Committee’s Fall Festival on October 12th. They discussed that the event has a different theme this year and no Spooky Walk this time. Paine noted that the Civic Committee Tea & Toddies holiday open house will be on December 14th. The last day for Park Commissioners to turn in any reimbursable or other expense receipts to Clerk Burgess is December 2nd for year-end reimbursements. Burgess stated that she updated the 2025 YTD audit of the budget noting what has been spent and what is available or came in under budget in each account for Parks. They discussed that Gardens by Lynn historically is late in invoicing the City for work performed or plant material. There will be remaining budgeted funds available for reallocation at the end of the year. A motion will be made at the November meeting most likely to reallocate unspent budgeted Park Commission funds for 2025 to the Public Works Swim Beach Park Tree Replacement and Landscape Refurbish Plan. They discussed the importance of organizing tasks, tracking deadlines, record keeping, and coordinating schedules. Maintaining clear communication among the commission via texts and phone calls was highlighted as a key tool for staying aligned.

2.3. 2025 Budget Audit – KP

- Public Works and Hard Asset spend down plan – JH
No comment as this was already discussed.

- Green Assets Team spend down plan – LAP for JG
They discussed that the \$1000 budgeted for Buckthorn and invasive removal was not spent and options were presented with some areas in Ray Peters and the trail system where small shoots could be spot treated with spraying. They discussed using a concentrated herbicide, Triclopyr Ester, and applying it with a foam brush and protecting newly planted perennials. Rezabek volunteered to spray with some assistance from others. The cost of supplies needed would be small at about \$30. They discussed the need to weed-whip the hill near Half Moon Park. Commissioners discussed reallocating the \$92.50 that remains in the Liza Crear Garden Refresh to General maintenance. They also discussed moving other unspent amounts to accounts where the budget went over budget including the new Shoreline Habitat educational sign for the Swim Beach Park native planting area.

Positive feedback was given for the improvements made throughout the year. Responsibilities were clarified amongst commissioners and project prioritization we all. They also discussed various locations that could possibly be weeded including at the City message board by Ray Peters and Half Moon Park. Hilgers stated that he will take care of the abundance of “Thistles on steroids.”

- City Hall spending – JB
Burgess provided an update on the Biffs at Swim Beach Park and the one now in place year-round at Ray Peters Park. She asked commissioners and Hilgers if they see the Biff at Ray Peters getting much use and Hilgers confirmed that it does with all the walkers and some contractors who use it. They agreed to continue to leave it in place throughout the year.

2.4. Parks 2025 – 2029 Five Year Plan – Review KP

Petersen provided a review of the 2025 – 2029 Five Year Plan reviewing the key points in the plan. She noted that when Mayor Pagano was Park Commission chair, they focused the 2019 – 2024 Five-year Plan on Hard Asset restoration with refurbishment of many items. The new plan focuses on Green Asset restoration targeting garden and landscaping improvements throughout the City. Liza Crear Garden had a needed refresh this year and the Crystal Bay City Docks 2, 3 and 5-7, which were heavily eroded, will have shoreline restoration done with rip rap installation next week. In 2026, projects around the City will be identified, prioritized, and executed after an evaluation process takes place. Petersen concluded that although Hennepin County pulled their funding grant that commissioners worked on and had allocated for shoreline planting, she will continue to work with Gamble and Rezabek on other grant-writing opportunities for potential funding.

- Project Recommendations Updates

1. Shoreline Restoration

They discussed this above.

2. Tree replacement at the beach

Hilgers presented the City’s replacement plan for declining Ash trees at Swim Beach Park as they probably will get EAB if they don’t already have it and also can be a safety issue. In January, there will be a plan in place for tree planting to be done over time as budgeting allows, and he will have contractor bids as well. He will begin the project at the south side of the park cleaning up that area first and phase in trees. Shade trees are needed at the beach near the lake as well. The Civic Committee requested to be able to better see kids from one end of the park to the other so Hilgers will open the area up for improved visibility and use. The Biff will be moved by the trash carts to further open up that area. Shrubs will be added to improve the scenery and replace invasives removed. The will improve the park and beach for children, dock renters and park users.

3. Reforestation of Arcola Woods water treatment plant site

Hilgers stated that \$80,000 was allocated for tree restoration at the new water treatment plant which will be completed by July of 2026. Once the plant is fully complete and operational a landscape plan will be designed and he will work with a team from Stantec, and the City's Forester, Manuel, to design the plan. He provided an update of the plant's progress to date.

4. Forest Restoration and Stewardship

Petersen stated that Christiansen is working on forest restoration and they planted trees and shrubs with Hilgers and will continue future planting plans. When they were on their Green Asset walk, they saw how many invasives have taken over the hillside along Lake Road on City Hall property. They received removal bids that were very expensive, so Hilgers got rid of the invasives in the hillside garden. He will regrade the area and do seeding there too on the south end. They will prep the area in 2026 and budget for 2027 and plant there in 2027. They plan to plant low growing woodland plants tying the area in with the Liza Crear Garden look.

3. Operations

3.1. SPOC Updates

Green Asset Team

- Gardens and Planters – LAP for JG
Paine provided Gamble's update including the photos she took of all the work done by Garden's by Lynn. Gamble requested feedback and evaluation from the commissioners. Gamble received notification when the gardening crews would start and stop their work in the City, so she tracked it. They decided to just do a wreath at the Ray Peters Park warming house and no spruce tips. They discussed the continued watering of the library window boxes and the spruce tip pots when they are planted. They created a new watering schedule for the remainder of the year.
- Native Plantings – KP
Petersen stated that the native plantings at the Swim Beach look great. They discussed the Pollinator Garden in Lafayette Park and the fact that the Rudbeckia took over but looked nice. Hilgers cut the garden back and will do so next year.
- Tree Plantings – PR –
Rezabek spoke of maintenance of oaks 3-4 yr plantings. They discussed putting guards back on those trees, so deer don't rub on them. Hilgers does not think guards will help keep deer away, but Paine stated that they helped at her property.
- Forest Restoration – DC –
Christiansen stated that when did trail cleanup event they were in the Cedar Forest, and it cleaned up easily. He proposed getting a small crew to cut vegetation down there and remove it. They agreed to do so this winter. Christiansen and Hilgers will clean up the Cedar area in front of Panait's house. They will thin out the forest so other things can grow, and it will make great mulch. Rezabek requested that they include the area between her house and Inglis's home as well.
- Turf – JH
Kim stated that she spoke with Park and Natural Resources Manager Kevin Quinn of the City of Excelsior about what they are doing at the Excelsior Commons because she saw signs there that said, "Natural Turf Maintenance In Process." He told here they are working with Beyond Pesticides and Osborne Organics to test run an iron-based weed killer called Fiesta. Petersen will check in with him to see how it's working there. The product worked well on her property, and she will use it three times. She has another product with similar formula that she will send to commissioners.

She added that Excelsior is trying to make their turf all natural due to concerts and all the people who sit there.

- Swim Beach and Docks – LP
They discussed that the Swim Beach Dock renters’ boats and docks are coming out now according to the plan for complete removal by 10/15, and there are only four boats left in the water.
- Environmental – KP –
Petersen touched upon this with turf maintenance above

Hard Asset Team

- Punch List – JH – Hilgers
Hilgers reported that he will paint the hockey rink boards.
- Educational Signage – KP –
Petersen stated that the new Shoreline Habitat educational sign for Swim Beach Park is in production and Burgess will pick it up when it is completed.

Administrative & Financial

- Resident stewardship – Fall Clean Up – LAP for JG
Paine stated that they had a great fall cleanup event. They cut down and removed brush by the hockey rink at Ray Peters Park and picked up trash too.

4. FYI’s

4.1. Next meeting is the last meeting of the year – November 4, 2025

Commissioners will approve 2026 meeting dates at the November meeting, and the November 2026 meeting may be the date of their November meeting due to elections on the first Tuesday of November.

Commissioners were directed to let Burgess or Dovolis know if they have any thoughts or comments about Met Council GIS Mapping feedback request document that was in their packet.

5. Commissioner and Liaison Comments

6. Closing Comments and Adjournment: Co-Chairs

Rezabek motion, Hasselbring second to adjourn the October 7, 2025 Park Commission meeting. With all members voting in favor, motion carried.

The meeting adjourned at 6:57 pm.

Public in attendance: none

Respectfully submitted,

Jane Burgess, City Clerk