

**City of Minnetonka Beach  
Park Commission Meeting Minutes  
October 1, 2019**

**Members Present:** Chair Joe Pagano; Commissioners: Chris Dovolis, Harlan Lehman, Katie Norman, Kim Petersen, Patty Rezabek  
**Absent:** Dan Forbes  
**Staff Present:** City Clerk Heidi Honey  
**Council Liaison:** Tracey Breazeale  
**Guests:** Resident Joe Tilli

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

**1. Administration**

**1.1. Welcoming Comments**

Pagano gave an overview of the meeting. He would like to add Jillian Moriarty to the agenda to give an update on the Livingston Legacy playground.

**1.2. Approve the October 1, 2019 Meeting Agenda**

**Rezabek motion, Norman second to approve the amended agenda with the addition of Jillian Moriarty's update on the Livingston Legacy playground at the October 1, 2019 meeting agenda. All ayes, motion carried.**

Moriarty gave an update for the Livingston Strong playground team. They will consider items in the Parks packet and resident letters when they make a plan. They will get bids from three or four landscape vendors and additional playground equipment vendors. They hope to have plans ready in November and asked Parks to consider a November meeting to review the plan prior to the November City Council meeting.

After Moriarty's update, Pagano said they should consider the Park Commission as a resource in getting a great solution for the Livingston group, the city and residents. The city and Park Commission is very appreciative that the Livingston family is considering such a generous donation to improve the park system and complimented Moriarty on their fund-raising success. He then suggested they work towards a joint recommendation between the Livingston group and Park Commission for Council. He stated the Park Commission is collaborative, fact based, and will be respectful of the Livingston vision, resident opinions, and the city's documents, practices, and processes. Pagano went on to say he reviewed the council meeting video and stated that council is asking the Park Commission to weigh in on the vision and where that would come to life in the community. Parks will explore all options compatible with the vision and also in line with the Comprehensive Plan and city documents. Pagano suggested that Parks and the Livingston group work together as soon as possible to help navigate them through the system. Resident Sandy Nielsen asked when residents get to weigh in. Pagano stated they plan to hold a public hearing but have not set a date. Moriarty stated that they plan to present the donation to Council on December 9 and they can accept or deny it. Pagano stated that it will be part of the process in a joint presentation. Resident Vibhu Sharma looks forward to further discussion to ensure that what is being proposed will stand the test of time for all individuals who may come forward with future donations and ensuring that it is in line with the Comprehensive Plan. He asked that they take time to ensure it is done right instead of done quickly.

**1.3. Joe Tilli – Presentation on Volunteerism**

Tilli gave a presentation on Cultivating Volunteerism in the City. He stated that volunteerism is the 5 Year Plan's emotional component of "why" residents should step up for volunteer needs. The mission is enhancing the desirability of living in Minnetonka Beach while protecting its character. He thinks of cities as having brick and mortar, towns having merchants, fairs and festivals, and villages having lush greens, and a sense of serenity and wellness. He discussed the City of the Village of Minnetonka Beach. The city is the administrative functional component and the village is the face and voice of the community. He suggested celebrating the City's "village-ness". He mentioned a 60's album titled The Village Green Preservation Society and suggested a volunteer engagement campaign - I'm a Villager/Be a Villager. He discussed showcasing benefits of volunteering and having a call to action to get volunteer engagement with all residents. He also discussed organizing needs, volunteer requirements, and website presence with specific projects, levels of commitment and a means to apply. He also discussed the necessity of volunteer recognition. He also discussed possible insurance needs for volunteers. He wants to send a survey regarding park usage for commissioners to review and then it will be sent to the community.

The idea was very well received by the commission. It provides opportunities to gather. It captures the essence of "the beach" and it is cross generational. Even if residents don't actively use a park, they drive through the community and it sets the tone for the community. Tilli discussed adding emotional context to the website and making it more interesting. Moriarty discussed linking Civic and Parks and other commissions. She thinks "Be a Villager" is a great brand for the entire community.

- 1.4. Approve Minutes – September 10, 2019 Park Commission Meeting Minutes  
Norman provided minor edits for her goose task force update.

**Rezabek motion, Dovolis second to approve the September 10, 2019 Meeting Minutes as amended. All ayes, motion carried.**

- 1.5. Election of Officers – Vice Chair  
Lehman nominated Katie Norman to serve as Park Commission Vice Chair.

**Lehman motion, Rezabek second elect Katie Norman as Park Commission Vice Chair. All ayes, motion carried.**

- 1.6. SPOC Assignments – Single Point of Contact  
Proposed assignments are in the packet. Dovolis and Forbes frequently work together. Assignments were approved but #9 was removed because Brian Berent is a resource and not a SPOC. Maintenance issues are Berent's responsibility and SPOCs should call him directly.

- 1.7. Review of Administrative Calendar  
Commissioners discussed a November meeting to discuss the Livingston Project and not meet in December. See discussion under item 2.3 below. Decided to keep December meeting.

1.7.1. Budget to Date

No changes have been made since September. The remaining amount was \$1,534.42.

1.7.2. 5YP Draft – Input for final draft

Pagano reviewed proposed edits to the final draft of the 5 Year Plan. Update first paragraph with Joe Tilli's opening paragraph from his presentation. Add Vice Chair to Katie Norman. Change word "phase" to "part". Fix typos – Liza Crear and zones. Change Tree Infestations to Tree and Invasive Infestations. Update the admin and operation calendars. Remove #9 from Exhibit F. Exhibit B, move border edging and playground mulch to 2021. TBD for flower boxes at Ray Peters.

**Rezabek motion, Harlan second to approve the final draft of the 5 Year Plan with the changes listed above and authorize Chair Pagano to submit it to council at their October City Council meeting. With all members voting in favor, motion carried.**

**2. Operations**

2.1. Review Operational Calendar – all operations are on track

2.2. Commissioner Updates

2.2.1. Ray Peters Warming House Improvement recommendations

This will be discussed after meeting with the Livingston group.

2.2.2. Tree Plantings

Trees will be planted this month.

2.3. Livingston Legacy Playground

Commissioners discussed developing a timeline to vet the project properly before presenting it to council. Pagano hopes to walk the Livingston playground team through the requirements and work with them to find a great solution to present to the public. Commissioners had concerns that the information needs to be presented to the Livingston group for them to use when designing their plan. Pagano stated that the Livingston group received the Comprehensive Plan. He also said that Council stated the proposal needs to be compliant with the Comprehensive Plan, the donation policy, the 5 Year Plan, and resident input. Parks needs to identify the necessary steps and then come up with a timeline for council, parks and residents. Pagano will come up with process and timeline. Pagano stated they intend to give options that are compatible with the vision and collaborate on the final plan. Pagano discussed Comp Plan and donation policy requirements as well as historical precedence to be considered regarding the Livingston playground. Commissioners agreed that these guidelines need to be understood by the Livingston group so they understand what they can do. Everyone wants a good solution. Pagano and Lehman will work to help the Livingston group understand the requirements of the Comprehensive Plan, 5 Year Plan, donation policy, historical precedence and resident input.

**Dovolis motion, Norman second to authorize Lehman and Pagano review the research in the packet with the Livingston Strong playground group and collaborate with them on a pathway to yes (successful plan). All ayes, motion carried.**

Pagano thanked the commissioners for broadening their scope, understanding their responsibilities as laid out in the Comprehensive Plan, and signing on to doing the work. They have moved from very short term planning to five year planning.

**3. Adjournment**

**Lehman motion, Petersen second to adjourn the meeting. All ayes, motion carried.**

Chair Pagano adjourned the meeting at 7:27 pm.

Signed the sheet: Vibhu & Julia Sharma, Sandy Nielsen, Laura Inglis.

Next meeting: December 3, 2019 at 5:15 pm.

**Respectfully submitted,**

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**Heidi Honey, City Clerk**