

**City of Minnetonka Beach
Park Commission Meeting Minutes
Monday, November 1, 2010**

Members Present: Chair Patty Rezabek, Amy Johnson, Laura Inglis, Robb Ball, Dave Christiansen

Members Absent: Council Liaison Mike Taylor

Staff Present: Marilyn Regnier

Others Present: Kevin Decker

Materials Distributed:

1. Agenda 3. October Draft Minutes 4. Permit Application for Special Events on Public Land
5. Park Sign Photos 7. 2010 Budget & Expenditures, 2010 Forecasted Budget, 2011 Budget

AGENDA ITEM	DISCUSSION	ACTION PLAN/ PARTY RESPONSIBLE
	<ul style="list-style-type: none"> • Meeting called to order at 7:05 p.m. • Kevin Decker was welcomed; he will be appointed to the Park Commission at the November 8th City Council meeting. 	
1. Approve Agenda	<ul style="list-style-type: none"> • Lee Goehring from the Dock Committee was invited to attend regarding dock fees and will be added to the agenda upon his arrival. 	(Dave Christiansen motion, Amy Johnson second to approve the agenda with the addition of Dock Fees; all ayes).
2. Approve Minutes of October 4, 2010	<p>Change under Join Dock Committee/Park Commission Recommendation to Council regarding Dock Fee Increases for 2010, first bullet; add per year to the amount contributed. The sentence now reads: Dock holders have been contributing \$5,000 per year to the legal fund over the last three years.</p> <p>Need to set up protocol for accepting gifts. Amy will work on it and bring it back.</p>	<p>(Dave motion, Robb second to approve the October 4, 2010 minutes as amended; all ayes).</p> <p>Add to winter agenda, January, Policy for Accepting Gifts to the city. Amy to work on the policy.</p>
3. Maintenance Committee Report & Recommendations		

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<p>2010 Tree Trimming & Removal</p> <p>Concerned Tree List – A Cut Above Tree Trimming Update</p>	<ul style="list-style-type: none"> Decision on tree removal contract: to Tom Houston, A Cut Above, remove: \$500 city hall dead maple; \$80.00 Crescent Street by Blodgett’s basswood trim; \$350.00 Beach at 15 red oak dead branches: Total of \$930. One of the trees in the woods by the Inglis house came down during the high winds last week. The tree was marked previously for removal. Excel came out and cut up the tree. Another city tree that fell was on the edge of the pathway that goes to Half Moon Park near the Sharma property so a city tree is now on Sharma’s property. 	<p>Ben to remove branches of tree cut by Xcel at Lafayette Road and Inglis property.</p> <p>Have Ben look at the city tree now on the Sharma property to see if he can cut it up and remove it.</p>
<p>Buckthorn Removal Ray Peters Park & Arcola Woods & Garlic Mustard Removal - Prairie Restoration – L. Inglis</p>	<ul style="list-style-type: none"> Laura spoke with Prairie Restorations regarding their bid which was \$650 for Arcola and \$1,300 for Ray Peters. Total will now be \$1,000. Buckthorn very visible towards the Arcola Bridge docks area. Patty was given a survey showing that Hennepin County Regional Railroad Authority owns 50 feet on each side from the middle of the trail. It had been proposed to have AJ’s Property Maintenance cut the buckthorn on city property in that area. Laura thinks the buckthorn is helping hold up the hill and would cause erosion problems if it is removed and recommended leaving it as is for now. 	<p>Kudos Laura, savings of \$950.00.</p> <p>Laura and Patty to review area in spring for effectiveness of spraying.</p> <p>Laura and Patty to evaluate with Prairie Restoration in spring regarding concern for erosion of bank at the Arcola dock area.</p>
<p>Tree Inventory Update</p>	<ul style="list-style-type: none"> Tom Houston will prepare a tree inventory for the city and Parks authorized \$2,500 of the \$4,000 cost of for this year. The method of listing the diameter of a tree at chest height is on a standardized tree inventory list. Specifics for the tree inventory will be inventorying the boulevards and the borders of the parks this year, then go back in the spring and identify the health of those trees, what maintenance is needed for particular trees, damage to tree, soil compaction, collaring, etc. The tree inventory 	<p>Laura will meet with Tom Houston at 9:00 a.m. on Friday to go over the final expectations and specifics of the tree inventory.</p>

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	<p>prepared for the City of Chanhassen will be the model.</p> <ul style="list-style-type: none"> The document will be strategic and will be passed on to future commissions. 	
<p>Hennepin County EAB Preparedness Survey (Joe Scribner) – P. Rezabek</p>	<ul style="list-style-type: none"> Joe Scribner, Hennepin County Environment Unit, called Patty to complete a phone survey on the city’s EAB preparedness plan. All cities in Hennepin County are completing the survey. Mr. Scribner recommended a website that had a tremendous amount of pertinent information regarding tree inventory. Mr. Scribner wants to know what Parks decides to do with EAB preparedness planning and method of inventory. 	<p>Patty to send EAB website to Park Commissioners.</p>
<p>Lee Goehring Dock Committee</p>	<ul style="list-style-type: none"> Lee reported the Dock Committee will be at the November City Council meeting regarding dock fees. They had noticed the LMCD global fee is within the dock budget and they think the fee should be a city-wide expense. They have concerns that there are 58 dock permit holders being “doubled dipped”. He said the city took in \$18,000 this year from dock permit fees and thinks the true cost is less than one half of it. Docks recommendations to Council are because fees were already raised the year before, they are already paying more than a fair portion, and they don’t want to be doubled dipped. Recommend to leave the docks fees at the 2010 rate, and remove the LMCD \$6,000 fee which should be a global fee because the LMCD calculates on resident population for cities. It was suggested one solution to Council might be to roll the legal fees into the bond issue. Lee noted all the City Council members are riparian owners, he said it feels like a non-riparian vs. riparian issue and “double dipping” is an unfair taxing of the residents. There were concerns at how quickly the increase in fees got on the Council agenda without input from the Dock Committee. Open communication needed. Lee is going to prepare a letter to notify people that the increased dock fees will be on the Council 	<p>Lee Goehring is preparing a letter, a one page summary with statistics to go to all dock permit holders to inform them the dock fee increases will be on the November Council agenda.</p>

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	<p>agenda. Discussion occurred regarding who should receive the letter and how; all residents, all non-riparian, or dock permit holders. Lee will check with city staff for emailing letter to dock permit holders.</p> <ul style="list-style-type: none"> Regarding the swimming beach dock configuration, the two docks closest to the swimming area are recommended to be non-canopied. One resident was ready to move and the other dock permit holder didn't want to move. Discussed timeline for dock permits and meetings scheduled to work on the issue of docks non-canopied next to swimming area. Recommendation to clean up the "eye sore" by docks 5 and 6 with all the junk and garbage lying around. 	<p>Marilyn/Susanne to notify dock holders regarding cleaning up at these dock sites.</p>
<p>4. Park Usage Policy for Special Events Recommendation to Council</p> <p>Permit for Use of Public Land – L. Inglis</p>	<ul style="list-style-type: none"> Commissioners looked over amended Public Park Special Event permit and wanted additional time to review it, but made the following changes: Recommended establishing a \$100.00 permit fee for non-residents, a \$50.00 for residents, and both would have a refundable \$200.00 deposit fee. A requirement of 21 days notification prior to an event to property owners within 350 feet must be given by the event organizer. They also worked on the release and indemnification clause. 	<p>Bring the Public Park Special Event Permit back in December for more review.</p>
<p>5. Ray Peters Park Winter Use Recommendation to Council</p>	<ul style="list-style-type: none"> The Commissioners had previously reviewed solutions and came up with step one which was to install Parking by Permit Only postings. No temporary parking permits would be issued and they wanted to go back to Council with their original request. 	<p>Staff to carry forward to Council agenda.</p>
<p>Signage at Ray Peters Park – D. Christiansen</p>	<ul style="list-style-type: none"> Sign on the warming house door. Permanent sign, park closes at 10:00, Alcohol and Tobacco and Drugs are prohibited. Please be courteous to other 	<p>Dave to check on the</p>

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	<p>park users. Plan to decide online for sign and have it made up in the next 2 weeks.</p> <ul style="list-style-type: none"> Concerned that the warming house is open 24 hrs/day. Discussed a timed lock that manually can be opened from the inside. There were concerns if the building is locked then damage will happen to the building with kids trying to get in. 	<p>signs at Ray Peters and send an email recommendation.</p> <p>Dave to check cost of timed locks?</p>
<p>6. Update Ordinance on Emerald Ash Borer- R. Ball & D. Christiansen</p>	<ul style="list-style-type: none"> Dave checked four other cities that have addressed EAB as an ordinance; they have it listed within their nuisance ordinance. Robb said there is a tremendous amount of information out there. He thinks we need to look at our ordinance and based on this: keep it simple - Yellow be aware, Orange means we have seen the emerald ash borer here, and Red means a tree has EAB and it has to be removed. 	<p>Dave and Robb to bring EAB Ordinance back to January meeting to work on it.</p>
<p>7. 2010 Budget & Expenditures – Remaining Expenditures Discussion</p>	<ul style="list-style-type: none"> \$7,936.45 of 2010 budget has been spent. Remaining in budget: \$10,063.55. Estimated other expenses: Tree trimming \$930, painting hockey boards \$200, Prairie Restorations \$1,000, tree inventory \$2,500, and tree tops \$300 Laura to research purchasing “Autumn Blaze” maple to replace dead maple in city hall garden area. The Commissioners want to purchase steel edging this year to finish the installation of it at city hall, but want to look into where Ben is recommending the edging for the other parks. Estimated steel edging purchase this year \$436.00 (just to finish city hall grounds). Estimated remaining \$5,133, less steel edging and maple tree at city hall. 	<p>Laura to call about ordering an “Autumn Blaze” maple tree to replace dead maple in city hall garden.</p> <p>Marilyn to call to purchase steel edging for finishing city hall edging project.</p>
<p>8. Public Works Director - Report</p>		
<p>Work Report</p>	<ul style="list-style-type: none"> Hockey boards are up and painted. 	<p>Board look good, many thanks to Ben.</p>

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Work Request – Nov. & Dec.	•	
9. Commissioner & Other Reports	•	

(Laura Inglis motion, Amy Johnson second to adjourn at 9:50 p.m.; all ayes).

Next Meeting Date: Tuesday, December 7, 2010.

Meeting minutes respectfully submitted by City Clerk Marilyn Regnier.