

**Tuesday, August 6, 2024, 5:30 PM**  
**CITY OF MINNETONKA BEACH**  
**PARK COMMISSION MEETING MINUTES**

**Members Present:** Chair Kim Petersen, Vice Chair Laura Paine  
Commissioners: Dave Christiansen, Jolynn Gamble, Curt Holt, and Patty Rezabek  
**Absent:** Lucian Panait  
**Staff Present:** City Clerk Jane Burgess and Public Works Superintendent Jason Hilgers  
**Council Liaison:** Tracey Breazeale  
**Guests:**

Petersen opened the meeting at 5:30 pm.

**1. Minnetonka Beach Business**

**1.1. Approve Agenda – August 6, 2024**

**Rezabek motion, Paine second to approve the August 6, 2024, meeting agenda. With all members voting in favor, motion carried.**

**1.2. Approve Minutes – June 18, 2024**

Holt requested a correction in the pollinator garden update, and Petersen asked for correction of evergreen species. Burgess will make the requested revisions.

**Holt motion, Gamble second to approve the June 18, 2024 meeting minutes as amended. With all members voting in favor, motion carried.**

**2. Administration**

**2.1. 2025 Budget Review and Approval– KP**

Petersen noted some changes made since the last meeting working with staff to simplify the budget. They combined Tree Maintenance and Removal as one category in 2524. Also in 22524 is Tree Spraying which is in question as to how best to move forward with it and is on the CIP. Arborist inspections are budgeted at \$500.00, also in 2524.

Petersen noted the other budget increase items for 2025. Account Code 2525 for Gardening, Landscaping & Maintenance was increased to \$5500 for next year from \$5,000 and he gardener budget for annuals increased to \$1400 from \$1050 as prices have risen. The Miscellaneous category for Garden, Landscape & Maintenance increased to \$2000 for 2025 up from \$1250. Under account 2527 there is \$1000 budgeted for invasive species removal in Ray Peters Park. There is \$550 budgeted for an educational sign for the swim beach shoreland restoration area as part of the education requirement in the Mayor’s Monarch Pledge. Restore the Shore has \$600 budgeted for 2025. There is \$4,000 budgeted for the Liza Crear Garden at City Hall under account 2529 as the entire garden needs to be redone as aggressive Snow on the Mountain took over. They potentially can use \$1000 in the miscellaneous budget for invasive species on the bank from Half Moon Park up to Ray Peters. Petersen went through the budget line by line and also noted the items moved to be done in 2026 including the EEWF mulch refreshing.

The Contingency for Drought budget item was depleted after the nearly three-year drought so that item was moved to the Public Works Tree Budget and was used for storm damage. Petersen explained there was \$4250 that was budgeted for tree replacement this year. If the money is not spent it can’t be earmarked so it goes back to the General Fund. She asked commissioners to consider the possibility of using that money for tree companion planting this fall and Petersen and Hilgers will determine places for trees. When Hennepin County decides to remove the Ash trees along the Dakota Trail, the City needs to be prepared to plant and have a contingency fund to

be able to plant larger trees. Petersen added that Tree Trust would love to work with the City so Petersen will ask them if they are having any community tree sales.

**Rezabek motion Holt second to approve the Draft Park Commission Budget for 2025. All ayes, motion carried.**

### **2.2. Officers for 2024/2025 – KP**

Petersen stated that Christiansen and Rezabek will renew their commissioner roles for another term. They will be sworn in at the October 1<sup>st</sup> meeting. She added that officers can be determined at this meeting.

**Rezabek made a motion to nominate Petersen for Park Commission Chair and Paine as Vice-Chair for another term. All ayes the motion carried.**

### **2.3. 2025 – 2029 Five Year Plan – update to City Council - KP**

Petersen will be presenting the 2025 – 2029 DRAFT Five Year Plan to City Council at the August 12<sup>th</sup> meeting and will present the final 2025 – 2029 Five Year Plan City Council at the October 7<sup>th</sup> meeting. She thanked Paine and Breazeale for all their help with this project. The plan focuses on restoration of green assets as all the hard assets are up to par now and the commission is at maintenance level with them.

## **3. Operations**

### **3.1. SPOC (Single Point of Contact) Updates**

#### **-Green Asset Team**

- Gardens and Planters – CH

Holt stated that Hilgers is doing a great job mowing the pollinator garden in Lafayette Park and thanked him for his work there. He recommended that it be mowed down to four inches when it reaches 12 inches, and it may need one mowing in the spring.

He stated that Gardens by Lynn invoiced \$178.75 to the City for June hours. The remaining budget balance is \$1413.75 of the starting balance of \$5,000 so they are on a good pace. Lynn has only used 21.75 hours in the budget. Holt stated that he weeded the Welcome Sign as Lynn has not weeded here. She will be sending Linda here to weed soon as the weeds are growing so fast this year, and Holt stated that the Welcome Sign and City Hall are important for weeding.

They discussed Holt's two proposals for options to eradicate the Snow on the Mountain problem in back of City Hall. One proposal was comprehensive submitted by Prairie Restoration and one was a two-application spraying submitted by Grounds Crew. They discussed all options including mowing down the garden, spraying all the perennials as well as Hosta and when to mulch. Petersen recommended that Hilgers spray the Hosta along the sidewalk and seed the area as the Hosta turn brown anyway. They discussed having one of the companies who submitted proposals, as they are licensed, spray the gardens by the end of August. Holt will follow up with both companies and he and Petersen will make a decision as there is not a September meeting.

- Native Plantings – Holt covered the pollinator garden above.
- Tree Plantings – JH  
The Arborist's Report of the Condition of Newly Planted Evergreens is in the packet. Arborist Manuel Jordan indicated that pine trees were planted in crappy soil, and didn't outroot so there is no growth. He recommended applying C20 watering it in around the trees and mulch them. Holt stated that AJ's Property Maintenance uses this product to. says AJ uses this too. We don't know how much it costs. How many trees are affected. One is so bad it should come out as is a goner after planting three yrs ago.

Jordan told Jason to apply the C20 as the budget allows around the Black Hills Spruce in Lafayette Park. Petersen agreed and stated that Miscellaneous budget funds could be used. They discussed which trees to save and which ones to not save. Petersen stated that the Ash tree by Whitaker's house on the beach looks bad and has been declining over the last few years. A companion tree was suggested by Petersen after this tree is removed as this is a high traffic area. Petersen asked Hilgers if there are any areas in the City that will sustain a great loss of Ash trees this year and he said no, unless there are storms then possibly. There have been a lot of trees that have fallen this year due to storms in the City including large Sugar Maples.

Petersen asked if crushed rock can be put down on the elevated walkway in Lafayette Park as it is hard to walk and bike on it and push a stroller. It would complement the new Welcome Sign and new pollinator garden there. Hilgers stated that he will look into this. Petersen suggested that perhaps Spend Down dollars could be reallocated for this. Breazeale spoke of the history of contentiousness with this walking path and not wanting it to bring people into the community from the trail. She suggested that Petersen get council approval for the added crushed rock. They discussed how wet Lafayette Park is from all the rain this summer and the ducks love the ponds that form.

- **Forest Restoration – DC**  
They discussed the hillside between Half Moon Park and Ray Peters Park on the path as it is so bad and needs to be cut and start over as a woodland area. The invasives are going to be more invasive so maybe it should be a woodland area, and these could be fall projects. They discussed the possibility of cutting or having Grounds Crew spray that area as it has tons of nasty plants and ragweed. Petersen will discuss this with Holt. They discussed possibly tree planting in fall there. Petersen, Christiansen and maybe Rezabek will walk the area tomorrow.
- **Turf – JH**  
Hilgers stated that the turf at Lafayette Ridge looks great this year and is not weedy.
- **Swim Beach and Docks - LP**  
Panait absent but Petersen stated that the swim beach looks great. Breazeale stated that Dock Committee Chair Jeff Steinke will be presenting a possible Swim Beach Docks reconfiguration plan to City Council. Docks will then have a recommendation to council at a later date as well. Burgess stated that there have not been any Swim Beach closures this summer. Unknown reason.

#### **-Hard Asset Team**

- **Punch List – JH**  
Christiansen will weed whip the Snow on the Mountain at City Hall and it will be raked. They will look at the possibility of saving plants too. Transplanting plants is not recommended due to pests.

#### **-Administrative & Financial**

- **2024 Budget Review – KP**  
Petersen reviewed the 2024 Budget with commissioners. They discussed ways to simplify and beautify specific areas in the City including the unapproved Diane Rogers garden by Arcola Lane and Shoreline Drive. Hilgers will contact Hennepin County to discuss removal. They discussed that Hennepin County is closely watching the privatization of their land along the Dakota Trail. Also, they discussed the elimination of the Mirror Garden at the swim beach. They also discussed how problematic it is when there is no water source like at the Welcome Sign. Less annuals planted there would be better. Blight has hit Lilac shrubs in the metro area this year due to too much rain. Although the leaves are turning brown, they will come back next year.

- Grant Writing – PR, JG  
They are in a holding pattern until they receive council approval.
- Volunteer Opportunities – JG  
The Junior Civic, Parks, Resident Fall Cleanup event will be on Saturday, September 28<sup>th</sup> from 9-11am at Ray Peters Park. They will clean the walking trails of branches as Hilgers stated there have been complaints received. Treats will again be donated by the Navarre Lunds store. Hilgers will remove leaves for the skating rink at a later date.
- Resident Survey – LP  
Jane will eblast the survey in the weekly SPLASH! and extend the deadline to the end of August.

**4. FYI's**

4.1. National Night Out – Tonight from 6:30 – 8 pm in front of City Hall. Long Lake Fire Department will come with a fire truck and Orono Police will attend as well. Ben & Jerry's Ice Cream cart will be selling ice cream.

**5. Commissioner and Liaison Comments**

**6. Closing Comments and Adjournment**

**Rezabek motion, Gamble second to adjourn the August 6, 2024 Park Commission meeting. With all members voting in favor, motion carried.**

**The meeting adjourned at 7:00 pm.**

**Public in attendance:**

**Respectfully submitted,**

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**Jane Burgess, City Clerk**