

**City of Minnetonka Beach
Park Commission Meeting Minutes
November 7, 2018**

Members Present: Chair Joe Pagano; Vice Chair Gerry Boschwitz; Commissioners: Chris Dovolis, Patty Rezabek, Diane Rogers, and Betsy Taylor
Absent: Commissioner Dan Forbes
Staff Present: City Clerk Heidi Honey
Council Liaison: Paul Kozloski

Chair Pagano called the meeting to order at 5:00 pm.

1. Minnetonka Beach Business

1.1. Welcoming Comments

Chair Pagano thanked Commissioner Taylor for her service. This will be her last meeting. The focus of this meeting and the next one is to examine spending and projects to date and to be prepared for 2019. Boschwitz is arriving late so they will not be covering all agenda items in the order they are presented.

1.2. Approve the November 7, 2018 Meeting Agenda

Rezabek asked to add 2.2.3. Ash Trees. Tabled to December meeting.

A motion was made by Commissioner Rezabek and seconded by Commissioner Dovolis to approve the November 7, 2018 meeting agenda. With all members voting in favor, motion carried.

1.3. Approve Minutes – October 2, 2018 Park Commission Meeting Minutes

A motion was made by Commissioner Rezabek and seconded by Commissioner Taylor to approve the October 2, 2018 meeting minutes. With all members voting in favor, motion carried.

1.4. Audit 2018 Budget

Pagano reviewed expenses to date and anticipated expenditures through the end of the year. Approximately \$393 remains unallocated in the 2018 budget and there is approximately \$3,200 remaining in tree trimming/planting.

Commissioners discussed spending the additional funds of \$3,600 on additional plantings, removal of the Northview tree, or library updates. Rogers said the cost of a tree removal is the same regardless of the time of year but nurseries have the best prices at the end of the season. She distributed a list of available trees discounted 50% if purchased by the end of the year. Planting costs an additional \$281 each. She is advocating to take advantage of the discount and removing the tree in January. With the cost of planting, they would only be able to get 3-4 trees and Boschwitz thinks there is room for negotiation in the spring. He would like the tree removed this year, Taylor agreed. Pagano stated that at the last meeting, commissioners agreed to removing the tree if funds are available. The tree removal is \$1,200, leaving \$2,400 available.

Rogers explained that Otten keeps notes on future plantings and notifies Rogers when they have those specific trees on sale. Dovolis paraphrased that if they plant these trees this year, they would be getting a jump on tree planting for 2019. Rogers stated that Otten takes very good care of the city and she does not want to ruin the relationship with them by only buying one or two trees.

Pagano reviewed two bids for repairs at the library. Since Forbes is absent, commissioners agreed they would prefer to discuss how to proceed at the next meeting.

Commissioners expressed their appreciation for all of the time and work Rogers has done on tree planting in the city.

A motion was made by Commissioner Dovolis and seconded by Commissioner Rezabek to allocate up to \$2,400 for Rogers to work with Otten to plant additional trees based on what is available and at her discretion, in 2018. With all members voting in favor, motion carried.

Pagano summarized that Rogers will schedule the tree removal for \$1,200 and planting up to \$2,400.

1.5. 2019 CIP Update – Dahl Library – to be discussed in December

1.6. Review 2019 SPOC (Single Point of Contact) assignments – no discussion

1.7. Review Activity Schedule – Operations – no discussion

1.8. Three Year Plan (2020 – 2022)

Pagano offered to draft an outline of how to approach the project. Commissioners agreed they would like Pagano to do that. All SPOCs will provide input into the plan.

1.9. DNR Comp Plan Comments & Resources

1.9.1. Responded to their questions

Pagano stated that the city received feedback from the DNR on its draft 2040 Comprehensive Plan. The packet contains the questions and the city's responses for commissioners to review.

1.9.2. Applicable documents – Restore Your Shore

Restore Your Shore is a good resource for any shoreline work the commission may do at the swim beach and commissioners should review the website.

2. Park Commission Business

2.1. Protect

2.1.1. Review of Action Items

Boschwitz reviewed the action items from the list in the packet, most items have been completed.

Boschwitz said the Life's a Beach contract should be the same cost as this year. Taylor will get details from the gardener for the 2019 contract. Rogers discussed removing the Snow on the Mountain and adding sod on the south side of the library. Taylor will get a gardener bid to redesign the library garden. She will also have the gardener add maintenance of the library to her bid.

2.2. Maintain

2.2.1. Library Update – tabled to December meeting

2.2.2. Tree Trimming/Removal - no discussion

2.3. Improve

2.3.1. New/refurbish event sign update – Pagano

Pagano stated Berent will refurbish the sign for \$300 instead of replacing it for \$600. He will work on it over the winter.

2.3.2. Beach Cleanup/Planting Update- no discussion

2.3.3. Tree planting update – 2019 Carryover Items

2.3.3.1. Tree planting – 2428 Lafayette Rd, Wortman

Pagano stated that this tree planting request will be part of 2019 planting. The owner has been notified.

2.3.3.2. Tree removal – 3 Crescent, Rockvam

Rogers stated that the tree fell down so they can remove it from their list.

2.3.3.3. Tree removal – 2944 Northview/City Right of Way, Sween

Pagano stated that removal of the tree was pushed to 2019 because they did not have the funds to remove it this year. After a budget audit, it was found that there is approximately \$3,200 extra in the budget and the commissioners need to determine how to spend it. Some options are removal of this tree, additional plantings, or refurbishing the library.

Rogers stated that the tree is 11' 3" from the edge of the bituminous material. Historically, the city uses a 10 feet from the edge of the road guideline to determine the city right of way. The survey shows the lot line of the property and as well as Rogers' measurements. The surveyor told her that the tree's location on the survey may not be exactly where it is located but within a couple feet. Rogers thinks council should decide if the commission should use a ten foot guideline or if it should be on a case by case basis because lots vary. Commissioners agreed that the tree is located on city property based on the survey and the city will remove it. Pagano and Honey will research the history of the ten foot city right of way guideline by the December meeting for further discussion and referral to Council if needed. Commissioners then discussed item 1.4 Budget to determine when the tree can be removed.

3. Adjournment

A motion was made by Commissioner Boschwitz and seconded by Commissioner Rezabek to adjourn the meeting. With all members voting in favor, motion carried.

Pagano adjourned the meeting at 6:26 pm.

Signed the sheet: none

Next meeting: December 4, 2018 at 5:00 pm.

Respectfully submitted,

Heidi Honey, City Clerk