

**City of Minnetonka Beach**  
**Park Commission Meeting Minutes**  
*Tuesday, December 7, 2010*

**Members Present:** Chair Patty Rezabek, Dave Christiansen, Kevin Decker  
**Members Absent:** Council Liaison Mike Taylor, Amy Johnson, Laura Inglis & Robb Ball  
**Staff Present:** Marilyn Regnier  
**Others Present:**  
**Materials Distributed:**

1. Agenda                      3. November Draft Minutes    4. Tree Inventory Sample & Invoice, EAB  
 Materials from Hennepin County Environment Unit    8. Steel Edging Update Memo    10. 2010 Budget &  
 Expenditures    13. 2011 Meeting Calendar

AGENDA ITEM	DISCUSSION	ACTION PLAN/ PARTY RESPONSIBLE
	<ul style="list-style-type: none"> <li>• Meeting was called to order at 7:10 p.m. by Chair Patty Rezabek.</li> </ul>	
<b>1. Approve Agenda</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	<b>(Dave Christiansen motion, Kevin Decker second to approve the agenda as written; all present aye).</b>
<b>2. Oath of Office for Kevin Decker</b>	<ul style="list-style-type: none"> <li>• Kevin Decker was sworn in as Park Commissioner by City Clerk Marilyn Regnier.</li> </ul>	Marilyn will make Kevin a copy of the Forest Restoration and Management document (and check into getting a disk of the Comp Plan)
<b>3. Approve Minutes of November 1, 2010</b>		<b>(Dave Christiansen motion, Kevin Decker second to approve the November 1, 2010 minutes as written; all present aye).</b>
<b>4. Maintenance Committee Report &amp; Recommendations</b>		

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<p>2010 Tree Trimming &amp; Removal</p> <p>Concerned Tree List – A Cut Above Tree Trimming Update Final Costs</p>	<ul style="list-style-type: none"> <li>• Bills are in and being paid for tree trimming.</li> <li>• Additional trees recommended for removal this year: an ash by the Klohs property at 2212 Huntington Pt. Rd. E., a dead cherry tree in Ray Peters Park by the Bartel property 2417 Woodbridge Rd., and a decaying box elder and damaged ash in the boulevard by the Rezabek property at 2522 Lafayette Rd. Ben wouldn't be able to handle cutting these trees down. Total additional cost of \$1,250.</li> <li>• Dave recommended purchasing trees at the end of the year when funds are known to be left and tree prices are decreased.</li> <li>• Patty noted the loss of several trees in Ray Peters Park this year. Trees could go in where Ben put in some fill earlier this year.</li> </ul>	<p>Laura will notify Tom Houston for the additional tree removal.</p> <p>Dave will watch for end of year tree sales for purchasing city trees.</p>
<p>New Trees at City Hall</p>	<ul style="list-style-type: none"> <li>• An “Autumn Blaze” maple and a serviceberry bush from Halla Nursery and they were planted by Halla Nursery to replace two maple trees that had been removed on city hall grounds. Cost: \$715.03. Laura spearheaded the purchase and installation.</li> </ul>	
<p>Buckthorn Removal Ray Peters Park &amp; Arcola Woods &amp; Garlic Mustard Removal - Prairie Restoration</p>	<ul style="list-style-type: none"> <li>• Laura has a call into Prairie Restoration regarding their bill for \$456.58. It looks like it was only for buckthorn removal at Ray Peters Park, and did not include Arcola Woods. If they did work in Arcola Woods and didn't charge us, there may still be an invoice coming.</li> <li>• Dave recommended reconciling the Prairie Restoration bill issue and purchase signs, etc with any money left.</li> <li>• One area by the Soukups, north of Inglis property, has buckthorn. AJ's property maintenance gave a bid, but it is probably too late in the year to do the complete work of removal and painting.</li> </ul>	<p>Laura will follow up with Prairie Restoration.</p> <p>Patty will follow up with AJs.</p>
<p>Tree Inventory Update</p>	<ul style="list-style-type: none"> <li>• Tom Houston provided a sample of how the tree inventory document would be prepared.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Kevin and Dave were in agreement with the specifications of how the tree inventory is show to be prepared, but a recommendation was made for having the tree inventory done by address which will make it easier to locate trees being identified.</li> </ul>	<p>Patty will contact Tom Houston and recommend he do the tree inventory by address, which would make identifying location of trees easier.</p>
<p>Hennepin County EAB Materials</p>	<ul style="list-style-type: none"> <li>Joe Scribner, Hennepin County Environment Unit, sent numerous materials relating to Emerald Ash Borer.</li> </ul>	<p>Materials will be available at City Hall.</p>
<p><b>5. Clean Up of Area by Docks 5 – 7A</b></p>	<ul style="list-style-type: none"> <li>Area is a mess and needs to be cleaned up. The area has broken glass and trash, etc.</li> </ul>	<p>Staff to send letter to area dock holders in the spring requesting clean up of the area.</p>
<p><b>6. Park Usage Policy for Special Events Recommendation to Council</b></p>	<ul style="list-style-type: none"> <li></li> </ul>	<p>Bring the Public Park Special Event Permit back in January for further review.</p>
<p><b>7. Ray Peters Park Winter Use Recommendation to Council</b></p> <p>Signage at Ray Peters Park – D. Christiansen</p>	<ul style="list-style-type: none"> <li>There is a concern regarding the warming house being unlocked 24/7. Concern, too, regarding using the warming house with older kids there. It was noted police check inside the warming house.</li> <li>Dave took pictures of park signage in other cities.</li> <li>Commissioners discussed what rules should be listed.</li> <li>Metal sign would be attached to the current post by the warming house.</li> <li>The proposed sign:  Park Rules</li> <li>Park use at your own risk.</li> <li>Parental supervision is encouraged.</li> </ul>	<p>Marilyn will email these bullet points to the Commissioners and ask what bullet points they feel are needed for the sign and to answer by Tuesday so sign can be ordered.</p> <p>Marilyn to get sign cost estimate, email to Commissioners, and order sign.</p>

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	<ul style="list-style-type: none"> <li>• No alcohol, tobacco or drug use allowed.</li> <li>• Park closes at 10 PM</li> </ul>	
<b>8. Steel Edging Order</b>	<ul style="list-style-type: none"> <li>• Steel edging installation at city hall is not complete. The steel edging at the swimming beach would be around the trash can/toy box area, and around the bushes area where the portable toilet unit is installed in the summer months.</li> </ul>	<b>(Dave Christiansen motion, Kevin Decker second if budget allows, go forward with ordering edging at the swimming beach; all present aye).</b>
<b>9. Update Ordinance on Emerald Ash Borer- R. Ball &amp; D. Christiansen</b>	<ul style="list-style-type: none"> <li>• Will review and update next meeting.</li> </ul>	Dave and Robb to bring EAB Ordinance back to January meeting to work on it.
<b>10. 2010 Budget &amp; Expenditures – Remaining Expenditures Discussion</b>	<ul style="list-style-type: none"> <li>• \$10,779.03 of 2010 budget has been spent.</li> <li>• Remaining in budget: \$7,220.97. Other expenses: Tree Inventory \$2,500 Prairie Restoration \$456.58 Bayside Floral \$263.90 Steel Edging city hall and swimming beach \$915 Additional tree removal \$1,250 (Ash by Klohs \$550, Cherry by Bartels \$350, Box Elder by Rezabek \$350).</li> <li>• Estimated remaining \$1,836</li> <li>• Expenses still to come in: Park rules sign, equipment piece towel for Zamboni machine for making ice.</li> </ul>	Patty and Laura to work with Marilyn on purchasing steel edging with what is left.
<b>11. 2011 Budget</b>	<ul style="list-style-type: none"> <li>• Parks proposed 2011 budget has been trimmed to \$14,000.</li> </ul>	Council will decide on the final budget amount at their Dec. 13 <sup>th</sup> meeting.
<b>12. Public Works Director - Report</b>		
Work Report	<ul style="list-style-type: none"> <li>•</li> </ul>	
Work Request – Dec.	<ul style="list-style-type: none"> <li>• It was mentioned that the city sign on the west end</li> </ul>	Request Ben to look at Minnetonka Beach sign on

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& Jan.	<p>of the city is peeling.</p> <ul style="list-style-type: none"> <li>Patty is concerned the light coming up to the city hall front door doesn't come on soon enough.</li> </ul>	<p>west end of city, is it peeling? What would cost of repainting?</p> <p>Request Ben to look at the motion detector that turns on the light in front of city hall. Can it be set at a longer distance so the light comes on sooner?</p> <p>Marilyn to call Biffs regarding installing the portable toilet in Ray Peters Park for skating rink users.</p>
<p><b>13. 2011 Park Com Jan meeting Date Change</b></p> <p><b>14. Commissioner &amp; Other Reports</b></p>	<ul style="list-style-type: none"> <li>January meeting changed to Monday, Jan. 10<sup>th</sup> because City Council will be meeting on normal Parks meeting night, Jan. 3<sup>rd</sup>.</li> <li>Dave recommended trying to set goal of mid-month email report and decisions made quicker.</li> <li>Recommendation to prepare agenda mid-month and list what the action would be.</li> </ul>	<p>Marilyn will bring 2011 Calendar to January 10<sup>th</sup> meeting.</p>

**(Dave Christiansen motion, Kevin Decker second to adjourn at 8:53 p.m.; all present aye).**

***Next Meeting Date: Monday, January 10, 2011.***

Meeting minutes respectfully submitted by City Clerk Marilyn Regnier.