

**City of Minnetonka Beach
Park Commission Meeting Minutes
December 13, 2017**

Members Present: Chair: Dan Forbes; Vice Chair: Patty Rezabek; Commissioners: Joe Pagano, Diane Rogers, Gerry Boschwitz, Betsy Taylor, Chris Dovolis

Absent:

Staff Present: City Clerk Heidi Honey

Council Liaison: Mayor Mike Taylor

Vice Chair Rezabek called the meeting to order at 5:02 pm

1. Minnetonka Beach Business

1.1. Oath of Office – Chris Dovolis

1.2. Approve the December 13, 2017 Meeting Agenda

Commissioner Pagano asked to move the Comprehensive Plan discussion to 2.1.1 prior to Swim Beach Vistas making Swim Beach Vistas Item 2.1.2.

A motion was made by Commissioner Rogers and seconded by Commissioner Pagano to approve the December 13, 2017 meeting agenda as amended. With all members voting in favor, motion carried.

1.3. Approve Minutes

1.3.1. September 5, 2017 Park Commission Meeting Minutes

A motion was made by Commissioner Pagano and seconded by Commissioner Boschwitz to approve the September 5, 2017 meeting minutes. With all members voting in favor, motion carried.

1.3.2. October 25, 2017 Park Commission Special Meeting

A motion was made by Commissioner Pagano and seconded by Commissioner Boschwitz to approve the October 25, 2017 meeting minutes. With all members voting in favor, motion carried.

1.4. 2017 Budget to Date review – Forbes

1.4.1. Budget To date/Ray Peters Parking Lot

Forbes reviewed the expenses to date and anticipated expenses through year end. Rogers and Taylor decided against buying pots for City Hall this year, saving \$1,000. At the October 25, 2017 meeting, the Park Commission made a decision to apply any excess amounts from various categories to tree trimming in December when they had final expenses paid to date. After reviewing expenses, \$2,163.34 is remaining to put toward trimming.

Rogers reported that Council and Howarth suggested purchasing trees earlier in the year. Mayor Taylor explained Council's budget process and determining any excess reserves at year end to offset tax increases. Rezabek was directed to work with the arborist on selecting remaining trees for trimming from his proposal.

1.5. New Business

1.5.1. Set Meeting Dates for 2018

A motion was made by Commissioner Boschwitz and seconded by Commissioner Rogers to approve the 2018 meeting dates as follows: January 2, March 6, May 1, June 5, August 7, September 4, October 2, November 7, and December 4. All Park Commission meetings will be held at 5:00 pm. With all members voting in favor, motion carried.

1.5.2. Review Proposed Plan of Action for 2018

Forbes suggested approving it in January with updated SPOCs.

Rogers said the foundation of the library has large cracks. Pagano will follow up with Berent. Honey will send photos of the cracks to Pagano. The library may qualify for historical status and be eligible for grant funding which will be pursued after Pagano's assessment. Mayor Taylor said that any improvements may include updating the electrical for holiday lights.

2. Park Commission Business

2.1. Protect

2.1.1. Swim Beach Vistas

Commissioner Pagano suggested that the Parks and Docks Commissions work together to improve the swimming beach vistas. He emphasized the importance of seeking out and understanding the point of views from the key stake holders. Commissioners agreed with no dissent.

Chairman Forbes suggested we begin discussions early next year and instructed staff to add the topic to the March 2018 Agenda (in Protect section). Commissioners agreed with no dissent.

2.1.2. Comprehensive Plan

Mayor Taylor reviewed the timeline for the comp plan update. Parks is a key component to the process. The approach is to have the community work together to complete most parts of the plan and the work is broken into groups with liaisons to the various commissions. Most of the existing plan does not need major revisions. Commissioners were asked to review the comp plan and forward any recommended changes or additions to Pagano by December 27. While making suggestions, they should be mindful of the Park Commission Mission Statement and Guiding Principles as well as the Community Character Statements in the packet. Implementation strategies are not needed as part of the changes. The comments will be compiled for review and approval at the January 2, 2018 Parks meeting.

2.1.3. Tree Removals – Rezabek

Rezabek stated Bartlett will continue to trim trees as proposed. Stump removal will happen in the spring.

2.1.4. Willow Tree – 2315 Lafayette Road

Forbes stated a willow tree at 2315 Lafayette Road is on private property but is hanging over the City's right of way and creating a potential safety hazard. The city's arborist recommended the tree be trimmed so it does not become a hazard. Past practice has been to trim hazardous branches that hang over on to the city right of way or streets. Griffin to send the resident a letter notifying him of the arborist evaluation and potential safety hazard. Parks

referred the issue to Council to clarify the City's policy on the issue and make them aware of past practice. Mayor Taylor directed staff to add the topic to the January Council meeting agenda.

Motion to refer the hazardous tree recommendations on private property. Put on January agenda.

2.1.5. Soccer Nets – Pagano
Pagano purchased nets for \$114.

2.2. Improve

2.2.1. Tree Plan – 3 year plan – Rezabek

Rezabek designed a seasonal plan template incorporating potential infrastructure updates and landscape designer recommendations. The template incorporates seasonal activities such as ordering, trimming, planting and health assessment. After planting locations are identified, Rezabek will contact vendors to determine species to plant and get bids.

Mayor Taylor said there will be an infrastructure analysis next year and Parks should get costs for a big planting cycle by June.

Forbes asked to add determining SPOCS to the January Agenda.

2.2.2. Half Moon Park Update – Rezabek

Rezabek reported that Half Moon Park updates are completed. Berent staked the area to keep people off the new grass and he approved the final grading. Paperwork has been submitted to the county for reimbursement. Berent will add additional grass seed and mats in the spring.

3. Adjournment

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

Chair Forbes adjourned the meeting at 8 pm.

Respectfully submitted,

Heidi Honey, City Clerk