

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

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

Members Absent: Ray Boyle & Liaison Mike Taylor

Staff Present: None

Others Present: Robb Ball and Steve Nicholson, S&S Tree Specialists

AGENDA ITEM	DISCUSSION	ACTION PLAN/ PARTY RESPONSIBLE
Approve Agenda	Meeting began 7:06 p.m. Speaker for the evening, Emily Barbeau Ball, was unable to attend.	(Amy Johnson motion, Laura Inglis second to approve agenda; all ayes).
Diseased Tree List	Began discussion and review of Bid List. Resumed the conversation after the S&S presentation. Consideration given to asking if bids can be held for three years. The question was asked if these bids included clean up and removal.	Laura to clarify clean up and removal.
S&S Tree Specialist	Steve Nicholson, Project Manager – Certified Arborist from S&S Tree Specialists arrived and discussion began immediately. <ul style="list-style-type: none"> • What is a tree inventory and what are its initial priorities -- ID hazard trees – ID traffic control site lines. • Received paper “The Tree Inventory” <p>For community it ID’s what you have for resources – you have to know what you have to develop a management plan.</p> <p>First Priority - Trees on Roadways - id species, size by diameter, condition, storm damages, insects present and disease – i.e. oak wilt, Dutch Elm, etc. A certified arborist should conduct the inventory. Looking for hazardous and dangerous issues.</p> <p>Grant Money: Minnesota Relief Fund which for several years was used by communities for grant monies. Funds were used for initial inventory, removal and restoration planting. Many communities have conducted the inventory first and used this data as part of the grant proposal. MN Relief Fund is exhaust and gone. The next</p>	Action - thanked Steve for his time and told him we will be in touch. Patty will communicate with Steve and ask him to drive the city.

	<p>source of funds to be determined by legislation.</p> <p>Inventory strategies -- They vary widely from great detail to a simple list of trees. Specific to large city park areas is rare that 100% of the park woodlands are mapped; rather they do a circular sampling of about 10% of the area for statistical analysis.</p> <p>They use GPS to map tree locations. LOGIS is a software that some cities have purchase to manager this GIS information</p> <p>Briefly shared with Steve the Kestral Design Group plan prepared in 2006. He is familiar with their work and has done work with them to provide the “ground truth” information for the plans. Meaning his team actually does the field study identifying what is actually there.</p> <p>S&S provided the field work through sample plots for the City of Minnetonka’s Management plan and buckthorn program. Headed by Janet Larson, Manager Wildlife and Prairie management. Unique to the findings was a certain area of Butternut Hickory. Steve mentioned this because the Hickory could be a site of interest within the parks.</p> <p>The question was asked what is the difference between a Management Plan and an Inventory. -- Inventory is used to support the plan.</p> <p>What does a GPS inventory cost? Becketwood was offered as an example. The example was approximately 6 acres with 560 plus trees numbered by GPS. In this example trees 3” in diameter were charted. Rough estimate of costs was \$1800 for the inventory. They use the inventory timely and swift identification of trees requiring attention. Becketwood also uses the inventory for planting site selection for memorial trees and species selection.</p> <p>Steve also provided a list of trees I’d in Minnetonka. This list offered greater insight to what was really there, ex. Ironwood far more prevalent then expected.</p> <p>Steve indicated the “The Big Woods” is unusual.</p>	
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	<p>Maintenance in Minnetonka is done through volunteers, sentence to serve and by commercial services.</p> <p>Inventories for large areas can go in phases.</p> <p>Out lots are typically left out of the inventory by most cities.</p> <p>Stages of Inventory: For the commercial service is looking to maximize time and looks to work close together or efficiently. Have two priorities: 1. Cycle pruning 5-7 year timeline and staged within a budget. 2. Emergencies. In either case the GPS location offers communication and work efficiencies.</p> <p>The cities of Dellwood, Victoria, and North Oaks all applied for grants that were turned down. Can be a difficult process. Would be wise to evaluate the communities' ability to follow through with the plan.</p> <p>What are the disadvantages to a plan and inventory? It is important to go after what you can really accomplish – realistic goals. Many plans collect dust. Important to evaluate the practicality of the plan.</p>	
<p>Post Presentation Discussion</p>	<p>Merits of an inventory were further discussed. Robb Ball offered personal insight to his tree inventory of his property. Indicated that Rainbow included the inventory within the bid to maintain his 100 trees for the next couple years. A gentleman's agreement made.</p> <p>The group felt that leveraging the estimated \$11,200 Davey bid or \$6,500 Tom Houston bid to include an inventory was a good idea.</p>	<p>Laura to talk with Davey and Patty to talk with Tom Houston about including an inventory if the city provides a hand shake commitment.</p> <p>Current bid list will have the cost figures removed and redistributed to Davey, Tom Houston and S&S for evaluation.</p>
<p>Dock Committee</p>	<p>Commissioners each expressed their concerns over the communication process between City, Park Commission and Dock Committee. Liaison suggested that Parks come to the next March Council meeting to discuss communication gaps and future communication strategies. Other concerns were raised regarding parking and sight lines as defined by the Comp Plan, as well as defining fire lanes and legal and safety issues surrounding the fire lane closure by chain. Patty continues to be concerned regarding</p>	

	Docks 14-4 and 14-5 and wants 14-5 open and 14-4 no canopy. The Park Commission recommendation to Council at their January meeting: do not fill dock slip 14-5 and do not have a canopy on slip 14-4 as history has been.	
Hockey Rink Issues	Discussed the list of park restrictions. No other actions were recommended without further consideration.	
City Survey-Crosswalk.	Agreed no Park Commission response was needed to the recent public survey.	
Snowmobile Signage	Group felt that posting 5 signs costing \$100 could be accomplished.	
2010 Meeting Schedule	Tabled due to time	
2009 Budget	Tabled due to time	
2010 Budget	Tabled due to time	
Public Works Report	Tabled due to time	
Adjourn	(Laura Inglis motion, Dave Christiansen second to adjourn the meeting at 10:10 p.m.; all ayes).	

Minutes recorded by Dave Christiansen.

Next meeting: March 1, 2010