

**City of Minnetonka Beach
Park Commission Meeting Minutes
May 2, 2017**

Members Present: Chair: Dan Forbes; Vice Chair: Patty Rezabek; Commissioners: Joe Pagano, Diane Rogers and Jody Sperduto
Absent: Gerry Boschwitz

Staff Present: City Administrator Susanne Griffin
Council Liaison: Council Member Andrew Myers-not present

Chair Forbes called the meeting to order at 7:15 p.m.

1. Approve the May 2, 2017 Meeting Agenda

Commissioner Rezabek asked to add item 4.3 Resident Request to smooth blacktop at Ray Peters and add two Four Square games at Ray Peters.

A motion was made by Commissioner Rezabek and seconded by Commissioner Sperduto to approve the May 2, 2017 meeting agenda as amended. With all members voting in favor, motion carried.

2. Approve the April 18, 2017 Park Commission Meeting Minutes

The following changes were recommended: Page 3; item 4.4, 3rd bullet: correct the statement to “the trees are only going to get bigger”, 5th bullet: remove comment about resident’s ash tree; page 4, item 6.1 Rezabek requested the following be inserted after the first sentence:

“Rezabek shared that two of the four vendors were not interested in bidding by individual trees. They shared that there were too many other variables that needed to be taken into consideration, for example, placement of trees, if planting was manual or mechanical, if the site needed adaptations. Therefore, it was not possible to arrive at an apples-to-apples comparison.”

Commissioner Sperduto requested the following change to the last sentence in the same paragraph:

“Commissioner Sperduto stated that with a phone call to Otten Brothers, John O’Riley will give a quote on trees as well as consultation time and follow up after planting any time.”

Administrator Griffin noted that under item 9. Adjournment, the adjournment time of 10:30 p.m. should be added.

A motion was made by Commissioner Rezabek and seconded by Commissioner Sperduto to approve the April 18, 2017 meeting minutes as amended. With all members voting in favor, the motion carried.

3. Maintenance Reports

3.1. Inspections

3.1.1. Ray Peters Flooring/Heater: Commissioner Pagano met with Ben Young and he stated that the cage around the heater should be replaced. Also, the heater should be inspected/serviced before the winter season. Also Pagano suggested that the city get back

to resident with action to be taken. Staff will notify the resident. Pagano will contact Ben Young about the follow up. Sperduto would like this item added to the September Park Commission meeting to ensure appropriate follow up. The floor didn't show obvious wear or missing or rotted boards, but worn from skates etc. Chair Forbes suggested it be vacuumed.

- 3.1.2. Pavers at the beach – Pagano also met with Ben Young and the issue is that runoff from the road goes over the path toward the lake moving sand and dirt and ultimately eroding the sand. A suggested approach would be to remove the pavers, regrade the area, and then reinstall the pavers which would be a complicated project. Chair Forbes indicated that the issue didn't seem urgent. Pagano will contact Norling Landscaping to look at the project and possibly provide a bid.
- 3.1.3. Northview wall – Pagano met with Ben Young on the wall that is deteriorating on Northview Road. The foundation on which the wall sits is eroding, possibly due to a spring under the ground. They discussed other types of materials to replace the stones such as boulders. He suggested talking to Norling Landscaping about this project as well. Commissioners discussed adding this to the CIP as well, and getting cost estimates before the May 22nd deadline for the CIP. Commissioners authorized Commissioner Pagano to meet with at least one vendor to get ballpark figures for the CIP.
- 3.2. Commissioner Rezbek mentioned that she'd like to talk with the gardeners about a garden plan for City Hall. There was discussion about the Garden Gate contract and whether it would include landscape planning. Commissioner Sperduto agreed to be the contact person with the gardener until the end of her term in August. She will follow up with Garden Gate on this issue.

4. New Business

4.1. 2018-2022 Capital Improvement Program:

Chair Forbes reminded members of the Capital Improvement Program process. In the packet was a draft worksheet for the 2018-2022 Capital Improvement Program that included the EAB treatment and reforestation as in previous years. Commissioner Sperduto clarified that the even years were for EAB treatment, and the odd year is for reforestation. Griffin will make that correction on the worksheet and the draft CIP. Members agreed that the stone wall should be included in the CIP for 2018, and that the raising of the pavers at the swimming beach should be designated for 2019 with Commissioner Pagano providing cost estimates after talking with at least one vendor. Chair Forbes asked if members had any new ideas. Council Liaison Myers suggested possibly installing solar panels for the warming house. Commissioners felt that the idea was interesting, but that with the loss of Ben Young more attention will need to be paid to ensuring his duties are accomplished and that is where the priority needs to be.

4.2. Single Point of Contact (SPOC) – Pagano

Commissioner Pagano explained the concept of having a single point of contact for task/projects to gain continuity and efficiency on the Park Commission. He stated he was willing to create a draft of such a program for discussion at the next meeting. There was discussion about the fact that the Commission had done something similar in the past and there was agreement that that the concept was good. Chair Forbes added that individual Commissioners and ads in the Beachcomber need to communicate the need for Park Commissioners. Ideas for better marketing the Park Commission were discussed.

- 4.3. Resident request to smooth blacktop at Ray Peters, and add two Four Square games at Ray Peters: Rezbek asked Ben Young about smoothing the parking lot this year. He mentioned

when she spoke to him before that he didn't have the equipment needed for repaving. Staff will ask Ben Young if he could get a bid on doing the blacktop as part of his regular blacktopping.

5. Commissioner Reports

- 5.1. Chair Forbes Half Moon Park update – Rezabek spoke to the lead person at Flagship and he indicated that they have done some seeding, but they can't install the Poured in Place material until evening temperatures are above 50 degrees. Rezabek and staff will review the final cost for this project.

Next meeting: June 6th – Chair Forbes asked if anything needed to be done before then. Rezabek stated that Hosta may need some work at City Hall. They could be split and used in other places. Sperduto will talk to the gardener about this.

Chair Forbes talked about new process of giving reports at Council meetings. Pagano suggested that they report quarterly. Chair Forbes stated that since the Park Commission doesn't meet monthly it might not be a good use of time for them to present a report at every council meeting. Administrator Griffin suggested he talk with the Mayor about how often Park's should report.

6. Adjournment

A motion was made by Commissioner Rezabek and seconded by Commissioner Sperduto to adjourn. With all members voting in favor, the motion carried. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Susanne Griffin, City Administrator