City of Minnetonka Beach
Park Commission Meeting Minutes
January 8, 2019

Members Present: **Chair Joe Pagano; Commissioners: Dan Forbes, Katie Norman, Patty Rezabek, and Jody Sperduto**
Absent: **Commissioner Chris Dovolis**
Staff Present: **City Clerk Heidi Honey**
Acting Council Liaison: **Mayor Jaci Lindstrom**

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

1. Park Commission Administration

1.1. Welcoming Comments

The commissioners had a moment of silence for Gerry Boschwitz.

Mayor Lindstrom stated that she has noticed how careful and deliberate the Park Commission is with their budget and the impact of their work on the city. Her focus as mayor will be on inspection, maintenance, and improvement of the assets and infrastructure of the city which is very similar to the Park Commission mission. She would like the city to be proactive and plan for the future and be less reactionary.

1.2. Oath of Office – Katie Norman and Jody Sperduto

Clerk Honey administered the Oath of Office to the new commissioners.

1.3. Approve the January 8, 2019 Meeting Agenda

A motion was made by Commissioner Rezabek and seconded by Commissioner Sperduto to approve the January 8, 2019 meeting agenda. With all members voting in favor, motion carried.

1.4. Approve Minutes – December 4, 2018 Park Commission Meeting Minutes

Forbes had clarified that contractors gave a bid for window repair but did not recommend the work to be done because it is aesthetic, not necessary. Rezabek asked to remove "very" under ash tree report.

A motion was made by Commissioner Forbes and seconded by Commissioner Rezabek to approve the December 4, 2018 meeting minutes as amended. With all members voting in favor, motion carried.

2. Park Commission Business

2.1. Protect

2.1.1. Ash Trees - Rezabek

Rezabek reported that eight ash trees were removed on Old Beach Road. There are ash trees on county and Lafayette Ridge Association property that should be removed or treated. Pagano will talk with the association and Rezabek will contact the county. Pagano recommended that the city treat the its trees in the area because treatment is $60 per tree every other year which is less expensive than removal. Rezabek then reported that EAB was identified across Crystal Bay. She suggested an EAB public awareness push to residents. Sperduto thought some residents were waiting until EAB was actually here to react. Rezabek will talk with Scott Bremer about ash treatment at Lafayette Club. She suggested a Beachcomber article asking residents to have an arborist or landscaper identify if they have ash trees followed by an article regarding treatment. She will work on educational and treatment recommendations and report back at the March meeting. Bartlett is willing to come in to talk with residents also.

2.2. Maintain

2.2.1. Margaret Dahl Library – Forbes Update

Forbes stated that he is waiting to get a detailed, formal quote from All Star. Some work may be done hourly to save money. The City's building official was familiar with the contractor and said they have a good reputation. Forbes brought up concerns about the aesthetics of gutter/gutter screen/guard options. He will get Dovolis' input when it gets closer to making that decision.

2.3. Improve

2.3.1. Five Year Plan

2.3.1.1. Work

The goal is to have a 5-year plan to council by the end of 3rd quarter. Proposed work for 2019 is:

- Quarter 1: Update SPOC assignments and identify city zones.
- Quarter 2: Identify hard and green assets in each zone, evaluate condition of those assets, and determine what protection, maintenance and improvements are need for each zone on an annual and rotational basis.
- Quarter 3: Prioritize activities and calendarize actions, determine funding, and prepare the 5-year document to be updated in 2021, 2023, 2025, 2027 and 2029. Quarter 3 work will be done as a group.

Commissioners were supportive of the structure of the plan. Prioritization will help manage projects with limited resources.

2.3.1.2. Timeline

2.3.1.3. Review and Discuss SPOC Assignments

Pagano will work with the beach for now and see if Dovolis is interested. The commission needs another member. The commissioners were comfortable with the following SPOC assignments:

- Gardening, tree and shrub planting – Sperduto
- Invasive species, tree treatment/trimming/removal – Rezabek
- Facilities (library, rink, pavers, wall) – Forbes
- Playground and seating – Dovolis
- Grants/Three Rivers Park District – Dovolis
- Five Year Plan – Norman
- Beach – Pagano

2.3.1.4. City Zones

Commissioners approved dividing the city into 11 work zones:

1. City Hall
2. Margaret Dahl Library
3. Dakota Rail Trail area including Northview walls & Arcola Bridge dock area
4. Swimming Beach
5. Ray Peters Park
6. Lafayette Park
7. Half Moon Park
8. Arcola Woods
9. Lafayette Ridge
10. Right of way and common areas north of Shoreline Drive
11. Right of way and common areas south of Shoreline Drive

Pagano then gave the following updates:

- The Park Commission was $85 under budget for 2018.
- Pagano will submit the 2019 Activity Schedule for his annual report to Council in February.

Pagano mentioned the following items for future discussion:

- A tree planting something as a remembrance of Commissioner Boschwitz. Pagano will speak with the family.
- The possibility of a barrier or guard rail along Shoreline Dr. by the beach area. Pagano will talk with the Planning Commission Chair because it may be their item. He will report back.
- Researching if there is a policy for stump removal.
- Adding a section to the Beachcomber to inform residents what has been planted, updated, etc. around the city to increase awareness of their work.

If anyone needs help with their Action Items, they should bring them up at the meetings.

A motion was made by Commissioner Forbes and seconded by Commissioner Sperduto to change the 2019 meeting times to 5:15 pm. With all members voting in favor, motion carried.

3. Adjournment

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

Pagano adjourned the meeting at 6:23 pm.

Signed the sheet: none

Next meeting: March 5, 2019 at 5:15 pm.

Respectfully submitted,

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Heidi Honey, City Clerk