

**City of Lake Elmo Parks Commission Minutes**  
**October 16, 2023**

**Members Present:** Commissioners Kastler, Rivera-Reyes, Hoelscher, Bloyer, Barrett, and Esch

**Absent:** Commissioner Elam

**Staff Present:** Assistant Public Works Director Swanepoel

**The meeting was called to order by Kastler at 6:30 PM.**

**Approval of Agenda**

**Barrett motioned to approve the agenda as presented, Hoelscher provided a second; no discussion. Unanimously approved 6-0.**

**Approval of Minutes**

**Esch motioned to approve the August 21, 2023 Parks Commission Minutes as presented, Kastler provided a second; no discussion. Motion passed unanimously 6-0.**

**Public Comments**

None

**Park Advisory Committee Recommendation**

Assistant Public Works Director Swanepoel introduced Josh Shields, landscape architect with Bolton & Menk, who is heading up the Parks Master Plan process. They are looking to put together an Advisory Committee. Mr. Shields continued with the project plan schedule. The commission had questions.

**Kastler moved to nominate himself as the Advisory Committee representative, Hoelscher provided a second; Barrett is interested in being the substitute in the event of Kastler's absence. Motion passed unanimously 6-0.**

**Sunfish Lake Buckthorn Removal Grant**

Assistant Public Works Director Swanepoel introduced George Johnson, located at 3070 Lake Elmo Ave. Mr. Johnson provided an update from the July meeting. Discussion held concerning communication, the contribution match, the wonderful group of volunteers and the buckthorn removal schedule.

**Barrett moved to recommend to City Council the commitment of 10% or \$5,000 go toward the DNR Legacy Grant for buckthorn removal at Sunfish Lake Park, Rivera-Reyes provided a second; discussion regarding planned burns and making sure that the money is utilized for just buckthorn removal. Motion passed unanimously 6-0.**

**Lions Park Advertising**

Assistant Public Works Director Swanepoel provided the background. The commission had questions.

**Esch motioned to recommend to the City Council to amend resolution 2017-070 to read: initial cost of the sign would come from the advertiser in addition to a yearly fee of \$500 for a 4x8 sign and \$900 for a 4x16 sign, Barrett provided a second; discussion. Esch friendly amended the motion, to amend the resolution to read: initial cost of the sign would come from the advertiser in addition to a yearly fee of \$500 for a 4x8 sign and \$900 for a 4x16 sign, the advertiser would be required to use the vendor selected by city staff, Bloyer provided second; no discussion. Both motions passed unanimously 6-0.**

**Sunfish Lake Park Bench Donation**

Assistant Public Works Director Swanepoel provided the background of the donation from Mary Davis and Sisters. Discussion regarding design standards. Mary and LouAnn presented the donation.

**Kastler moved to recommend to City Council to approve the donation from Mary Davis and sisters a bench, plaque, and installation materials not to exceed \$1500 be placed at Sunfish Lake Park with the location to be determined by city staff after taking into consideration the location of any future benches and/or amenities in the park, Hoelscher provided a second; discussion. Motion passed unanimously 6-0.**

**Communications (added by consensus)**

- a) Rivera-Reyes provided his resignation to the commission.
- b) Esch started the invasive species research and provided an update.
- c) Bloyer and Barrett had questions.

**Kastler adjourned the meeting at 7:34 PM**

Respectfully Submitted  
Rebecca McGuire, Deputy Clerk