



City of Lake St. Croix Beach
City Hall
16455 20th Street South
Lake St Croix Beach, MN 55043

PARKS COMMISSION
April 14th, 2026
6.00pm

This meeting will be held outdoors. Start at Riverfront Park at 6:00pm, handle agenda business and then move on to Pettitt Park and Vet's Memorial Park for inspections. This meeting will NOT be on video.

AGENDA

1. Call to Order
Roll Call
2. Public Comments
3. Approve Agenda
 - a. Motion to approve Agenda.
Motion made by: _____ 2nd _____
Discussion
Roll Call Vote
4. Approve Minutes of March 10th, 2026, Meeting
 - a. Motion to approve Minutes of March 10, 2026 meeting as presented/amended
Motion made by: _____ 2nd _____
Discussion
Roll Call Vote
5. Financial Report
6. Review of Annual Calendar – April
7. Staff Reports and Updates
 - a. City Clerk - Mary Ashby
 - Baseball Teams Update
 - Beach Access Mats / Playground Equipment
 - b. Bob Shearer –
9. Commissioner Reports
Prater
Peterson
Sultan
Witzel
Chair Sandom
10. Parks Walk around
Riverfront Park: Inventory of Playground equipment; Pavilions and outdoor structures;
Beach stairs – discussion of potential ramp to beach.
Pettitt Park: Inventory of Playground equipment; Baseball field, bleachers, fences, etc.
Vet's Memorial: Inventory of structures
11. Adjourn



City of Lake St. Croix Beach
City Hall
16455 20th Street South
Lake St Croix Beach, MN 55043

PARKS COMMISSION
March 10th, 2026

This meeting will NOT be on video.

MINUTES

1. Call to Order: 6.26

Roll Call:

Present: Jo Sandom, Kris Peterson (via zoom), Dave Witzel. Tim Schneider, Council Liaison.

Absent: Scott Prater, Colin Sultan

2. Public Comments

- a. Dawn Bulera. Asserted that having an earlier-issued dock permit should determine position over mere ownership of the physical dock structure. She argued that clustering does not entitle the non-permit holder to take over a spot ahead of the waiting list. She requested that her prior-permit status determine placement.
- b. Mike Robinson plans to cluster with Dawn, clarified his understanding that a mooring permit holder may cluster with a dock permit holder without gaining independent priority for a dock permit.

3. Approve Agenda

a. Motion to approve Agenda.

Motion made by: ___Commission Sandom___ 2nd Commissioner Witzel___

Discussion

Roll Call Vote: Prater - Absent
Peterson - Aye
Sultan - Absent
Witzel - Aye
Chair Sandom - Aye

4. Approve Minutes of February 10th, 2026, Meeting

a. Motion to approve Minutes of February 10, 2026 meeting as presented/amended

Motion made by: ___Commission Sandom ___ 2nd _ Commissioner Witzel ___

Discussion

Roll Call Vote Prater - Absent
Peterson - Aye
Sultan - Absent
Witzel - Aye
Chair Sandom - Aye

5. Financial Report: No significant changes, except for added interest to various funds. Watercraft permits seem to be less than expected, but City Clerk Ashby reminded commissioners that this report is two months behind so a lot of the permit monies have come in since then.

6. Review of Annual Calendar – March

- a. Boat permit applications review: Deadline is March 16th. City Staff are following up with a few stragglers. Additional \$75 late fee will be assessed for anyone applying after March 16th and before the final deadline of April 16th.
- b. Playground Inspections: This item was tabled to the next meeting which will be held down at Riverfront Park followed by a visit to Pettitt Park and the Veteran's Memorial Park. A Park Equipment Inventory will be taken during this Inspection. This inventory will include location, age and condition of park equipment to help with future budgeting needs.
- c. Parks Budget/expenses were discussed in item 5 above.

7. Review of Bulera vs Thole Dock Placement Dispute

Commissioners discussed this situation and focused on clarifying the process for dock permits and clustering. The City Code outlines the rules for clustering and describes the process when termination of a clustering arrangement takes place. The group agreed that, when clustering people with dock permits, it doesn't matter who owns the structure. Language in the code indicates that the structure designation remains in the same spot regardless of who owns the dock. Commissioner Sandom said the ruling currently in force will remain. (ie. Gary Thole's dock will remain at its current position). She will be allocated a position for her dock after it has been inspected and found compliant.

8. Staff Reports and Updates

a. City Clerk - Mary Ashby

- Watercraft Permit Update. Discussed under Item 6.
- Twins Baseball Grant Update. The deadline for application passed already. City Staff will try again next year.
- Contact Baseball Teams Update. Waiting for revised Property Use Agreement from City Attorney for 2026 Pettitt Park and City Parks use.
- Beach Access Mats / Playground Equipment / AARP Grant. City Clerk Ashby gave an update on beach access improvements, including potential ADA-compliant ramp installation. Commissioners will discuss this again at the next meeting during the Park Inspections.

- b. Bob Shearer – Voiced concerns over beach mats and the complications of raking the beach with these in the way. Commissioners agreed not to move forward with these at this time.

9. Commissioner Reports

Prater - Absent

Peterson – Will not be able to attend the next meeting due to scheduling conflict.

Sultan - Absent

Witzel – Reported on taking down 3 dead ash trees along the south side of Stair 2. Tim Schneider assisted with this work.

Chair Sandom – Reminded City Staff to schedule mulch delivery at the Riverfront Park playground before the Memorial Day Weekend.

Tim Schneider (Council Liaison) – Talked about the City Day on the Hill event scheduled for the next day. He and City Clerk Ashby are attending and have literature to share with legislators. Specifically, looking for funding to help with riprap north of the Riviera Ave Levee. Tim also mentioned that Jon Place (Beach Bar) is running a raffle to raise funds for Pettitt Park.

10. Adjourn - 7.05pm

Parks Budget Analysis for 2026 as of March 31, 2026

Fund and Account Numbers/Description		2026 Annual Budget	Actual to Date	Variance
101 General Fund				Over/(Under)
34100 Parks & Rec				
	34107 Park Rental	\$ 400.00	\$ -	\$ (400.00)
	34110 Beach Parking Permits	\$ 68,000.00	\$ 30.00	\$ (67,970.00)
	34120 Watercraft Permits	\$ 6,500.00	\$ 5,670.00	\$ (830.00)
	34130 Other Park Revenue	\$ 2,000.00	\$ -	\$ (2,000.00)
	Total 34100 Parks & Rec	\$ 76,900.00	\$ 5,700.00	\$ (71,200.00)
45000 Parks & Rec				
	45100 Park Wages & Benefits	\$ 14,772.00	\$ -	\$ (14,772.00)
	45105 Park Mnt, Supplies & Util (Includes 5% CC Fee)	\$ 13,000.00	\$ 232.02	\$ (12,767.98)
	45107 Beach Patrol	\$ 5,000.00	\$ -	\$ (5,000.00)
	Total 45000 Parks & Rec	\$ 32,772.00	\$ 232.02	\$ (32,539.98)
404 Pettitt Park		<i>This fund includes the banner fees</i>		
12/31/2025	Beginning Balance	\$ 3,697.72		
	Banner Fee Revenue	\$ 400.00	See Below	
	Revenue - Int/Donations, etc	\$ 533.14		
	Budgeted Transfer	\$ -		
	Expenses	\$ -		
3/31/2026	Ending Balance	<u>\$ 4,630.86</u>		
	Budget 2026 Funding	<u>\$ 1,000.00</u>		
12/31/2026	Projected Balance	<u>\$ 5,630.86</u>		
405 Playground Imp Fund				
12/31/2025	Beginning Balance	\$ 10,422.98		
	Revenue - Int/Donations, etc	\$ 94.00		
	Budgeted Transfer	\$ -		
	Expenses	\$ -		
	Expenses - Other	\$ -		
3/31/2026	Ending Balance	<u>\$ 10,516.98</u>		
	Budget 2026 Funding	<u>\$ 1,000.00</u>		
12/31/2026	Projected Balance	<u>\$ 11,516.98</u>		
450-58023 Park Imp Fund				
12/31/2025	Beginning Balance	\$ 5,594.79		
	Revenue - Donations, etc	\$ -		
	Budgeted Transfer	\$ -		
		\$ -		
		\$ -		
3/31/2026	Ending Balance	<u>\$ 5,594.79</u>		
	Budget 2026 Funding	<u>\$ 1,000.00</u>		
12/31/2026	Projected Balance	<u>\$ 6,594.79</u>		

Banner Fees: A/s Automatic Transmission 200.00
Windmill Marina 200.00

City of Lake St Croix Beach
34100 Rev & 45000 Exp Parks & Recreation - General Fund
January through March 2026

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
34000 - Charges for Services							
34100 - Parks and Recreation							
34110 - Beach Parking Permit Fees							
Sales Rec...	03/17/2026		Beach Violation 34110	Parking Fines & Traffic Violation		30.00	30.00
Total 34110 - Beach Parking Permit Fees					0.00	30.00	30.00
34120 - Watercraft Permit Fees							
General J...	01/01/2026			Reverse of GIE -- 1 - 2026 Boat Waiting List		5.00	5.00
Sales Rec...	01/08/2026	2025-62	Boat Waiting List 34120	Young - Boat Waiting List - 2026		5.00	10.00
Sales Rec...	01/08/2026		Boat Waiting List 34120	Shoen - Boat Waiting List - 2026		5.00	15.00
Sales Rec...	01/23/2026		Boat Waiting List 34120	Gould - Waiting List - 2026		5.00	20.00
Sales Rec...	01/28/2026		Boat Permits 34120	Feiertag - Boat Permit Fee 2026 (Boat/Buoy 29)	135.00		155.00
Sales Rec...	01/28/2026		Boat Permits 34120	Love - Boat Permit Fee 2026 (Boat/Dock 42)	135.00		290.00
Sales Rec...	01/28/2026		Boat Permits 34120	Sultan - Boat Permit Fee 2026 (Boat/Dock 49E)	135.00		425.00
Sales Rec...	02/05/2026		Boat Permits 34120	Magill - Boat Permit Fee 2026 (Boat/Buoy 15)	110.00		535.00
Sales Rec...	02/05/2026		Boat Permits 34120	Pergande - Boat Permit Fee 2026 (Boat/Dock 6)	135.00		670.00
Sales Rec...	02/05/2026		Boat Permits 34120	Griffin - Boat Permit Fee 2026 (Boat/Dock 16)	110.00		780.00
Sales Rec...	02/05/2026		Boat Permits 34120	Gallandat - Boat Permit Fee 2026 (Boat/Dock 20)	135.00		915.00
Sales Rec...	02/12/2026		Boat Permits 34120	Kimber - Boat Permit Fee 2026 (Boat/Dock 12)	135.00		1,050.00
Sales Rec...	02/12/2026		Boat Permits 34120	Prater - Boat Permit Fee 2026 (Boat/Dock 47)	110.00		1,160.00
Sales Rec...	02/20/2026		Boat Permits 34120	Zilge - Boat Permit Fee 2026 (Boat/Dock 14)	110.00		1,270.00
Sales Rec...	02/20/2026		Boat Permits 34120	Simonson - Boat Permit Fee 2026 (Boat/Dock 17)	110.00		1,380.00
Sales Rec...	02/20/2026		Boat Permits 34120	Downing - Boat Permit Fee 2026 (Boat/Buoy 10)	110.00		1,490.00
Sales Rec...	02/20/2026		Boat Permits 34120	Thole - Boat Permit Fee 2026 (Boat/Dock 27)	110.00		1,600.00
Sales Rec...	03/06/2026		Boat Permits 34120	Danielson - Boat Permit Fee 2026 (Boat/Dock 46)	110.00		1,710.00
Sales Rec...	03/06/2026		Boat Permits 34120	McCarthy - Boat Permit Fee 2026 (#2)	110.00		1,820.00
Sales Rec...	03/06/2026		Boat Permits 34120	Fanslow - Boat Permit Fee 2026 (Boat/Dock 5)	110.00		1,930.00
Sales Rec...	03/06/2026		Boat Permits 34120	Paulson - Boat Permit Fee 2026 (Boat/Dock 4)	110.00		2,040.00
Sales Rec...	03/06/2026		Boat Permits 34120	Murray/Paulson - Boat Permit Fee 2026 (Boat/Dock 51E)	110.00		2,150.00
Sales Rec...	03/06/2026		Boat Permits 34120	White - Boat Permit Fee 2026 (Boat/Dock 28)	135.00		2,285.00
Sales Rec...	03/06/2026		Boat Permits 34120	Beedle - Boat Permit Fee 2026 (Permit/Buoy 1)	135.00		2,420.00
Sales Rec...	03/06/2026		Boat Permits 34120	Golden - Boat Permit Fee 2026 (Boat/Buoy 25)	110.00		2,530.00
Sales Rec...	03/10/2026		Boat Permits 34120	Sievert - Boat Permit Fee 2026 (Boat/Dock 23)	135.00		2,665.00
Sales Rec...	03/10/2026		Boat Permits 34120	Drinkwinc - Boat Permit Fee 2026 (Boat/Buoy 32)	110.00		2,775.00
Sales Rec...	03/10/2026		Boat Permits 34120	Wanless - Boat Permit Fee 2026 (Boat/Buoy #22)	135.00		2,910.00
Sales Rec...	03/10/2026		Boat Permits 34120	Marzoff - Boat Permit Fee 2026 (Dock/Boat #40)	135.00		3,045.00
Sales Rec...	03/10/2026		Boat Permits 34120	Johnson - Boat Permit Fee 2026 (Boat/Dock #44)	110.00		3,155.00
Sales Rec...	03/10/2026		Boat Permits 34120	Wald - Boat Permit Fee 2026 (Boat/Dock/Buoy #38)	245.00		3,400.00
Sales Rec...	03/10/2026		Boat Permits 34120	O'Donnell - Boat Permit Fee 2026 (Boat/Dock/Buoy #48E)	270.00		3,670.00
Sales Rec...	03/13/2026		Boat Waiting List 34120	Weber - Boat Permit Fee 2026 (Boat/Dock #50E)	110.00		3,780.00
Sales Rec...	03/13/2026		Boat Permits 34120	Hillman - Waiting List - 2026	5.00		3,785.00
Sales Rec...	03/13/2026		Boat Permits 34120	Streeter - Boat Permit Fee 2026 (Boat/Buoy #3)	110.00		3,895.00
Sales Rec...	03/13/2026		Boat Permits 34120	Sandom - Boat Permit Fee 2026 (Boat/Dock #45)	110.00		4,005.00
Sales Rec...	03/13/2026		Boat Permits 34120	Antonello - Boat Permit Fee 2026 (Boat/Dock #7)	110.00		4,115.00
Sales Rec...	03/13/2026		Boat Permits 34120	Jorde - Boat Permit Fee 2026 (Boat/Dock #8)	110.00		4,225.00
Sales Rec...	03/13/2026		Boat Permits 34120	Connors - Boat Permit Fee 2026 (Boat/Dock #41)	110.00		4,335.00
Sales Rec...	03/13/2026		Boat Permits 34120	Bulera - Boat Permit Fee 2026 (Boat/Dock #33)	110.00		4,445.00
Sales Rec...	03/13/2026		Boat Permits 34120	Meyers - Boat Permit Fee 2026 (Boat/Buoy #9)	135.00		4,580.00
Sales Rec...	03/13/2026		Boat Permits 34120	Breger - Boat Permit Fee 2026 (Boat/Buoy #34)	135.00		4,715.00
Sales Rec...	03/17/2026		Boat Permits 34120	Mastny - Boat Permit Fee 2026 (Boat/Dock #11)	135.00		4,850.00
Sales Rec...	03/17/2026		Boat Permits 34120	Rutz - Boat Permit Fee 2026 (Boat/Buoy #18)	110.00		4,960.00
Sales Rec...	03/17/2026		Boat Permits 34120	March - Boat Permit Fee 2026 (Boat/Buoy #21)	110.00		5,070.00
Sales Rec...	03/17/2026		Boat Permits 34120	Ewig - Boat Permit Fee 2026 (Boat/Buoy #24)	110.00		5,180.00
Sales Rec...	03/17/2026		Boat Permits 34120	Fischer - Boat Permit Fee 2026 (Boat/Dock #24)	160.00		5,340.00
Sales Rec...	03/17/2026		Boat Permits 34120	Robinson - Boat Permit Fee 2026 (Boat/Dock #13)	110.00		5,450.00
Sales Rec...	03/17/2026		Boat Permits 34120	Anders - Boat Permit Fee 2026 (Boat/Dock #31)	110.00		5,560.00
Sales Rec...	03/17/2026		Boat Permits 34120	Arenson - Boat Permit Fee 2026 (Boat/Dock #30)	110.00		5,670.00
Total 34120 - Watercraft Permit Fees					0.00	5,670.00	5,670.00
Total 34100 - Parks and Recreation					0.00	5,700.00	5,700.00
Total 34000 - Charges for Services					0.00	5,700.00	5,700.00
Total Income					0.00	5,700.00	5,700.00

City of Lake St Croix Beach
34100 Rev & 45000 Exp Parks & Recreation - General Fund
January through March 2026

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Expense							
45000 - Parks & Recreation							
45105 - Park Maint, Supplies & Util							
Bill	01/07/2026	9609613	Xcel Energy 5536 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		8.69
Bill	01/07/2026	960141212	Xcel Energy 6284 (EFT)	Premise 303864763 1910 Riviera Ave S Meter 89456453	8.69		17.38
Bill	01/07/2026	960106494	Xcel Energy 8596 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		26.07
Bill	01/23/2026		US Bank Credit Card (EFT)	Mutt Mitts	163.43		189.50
Bill	02/09/2026	964386085	Xcel Energy 5536 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		198.19
Bill	02/09/2026	964450419	Xcel Energy 6284 (EFT)	Premise 303864763 1910 Riviera Ave S Meter 89456453	8.69		206.88
Bill	02/09/2026	964448826	Xcel Energy 8596 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		215.57
General J...	02/28/2026		Xcel Energy 5536 (EFT)	Credit not applied to Check #260210		0.93	214.64
Bill	03/10/2026	968487515	Xcel Energy 8596 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		223.33
Bill	03/12/2026	968915529	Xcel Energy 6284 (EFT)	Premise 303864763 1910 Riviera Ave S Meter 89456453	8.69		232.02
Credit	03/12/2026	968857888	Xcel Energy 5536 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588		41.31	190.71
Bill	03/12/2026	968857888	Xcel Energy 5536 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	41.31		232.02
Total 45105 - Park Maint, Supplies & Util					274.26	42.24	232.02
Total 45000 - Parks & Recreation					274.26	42.24	232.02
Total Expense					274.26	42.24	232.02
Net Ordinary Income					274.26	5,742.24	5,467.98
Net Income					274.26	5,742.24	5,467.98

LSCB Park Board Annual Calendar of Regularly Occurring Items

January: 1/13/26 (CC 1/12/26)

Oath of Office
 Elect Chairperson & Secretary
 Boat Permit renewal plan/timeline
 Twins baseball grant
 Contact baseball teams/ Beach Bar
 Parks budget/expenses

February: 2/10/26 (CC 2/9/26)

Portable restroom quotes
 Seasonal beach parking passes
 Boat permit renewal status
 Contact baseball banner advertisers
 Parks budget/expenses

March: 3/10/26 (CC 3/16/26)

Boat permit applications review
 Parks budget/expenses

April 4/14/26 (CC 4/20/26)

Boat permit applications review
 Boat permit wait list offers
 Beach parking opens
 Playground inspections
 Riverfront/Pettitt pavilion reservations forms
 Parks budget/expenses

May 5/12/26 (CC 5/18/26)

Beach Cleanup
 Boat permit wait list offers
 Swim beach buoys
 Boat compliance inspection form
 Parks budget/expenses

June 6/9/26 (CC 6/15/26)

Heritage Day Plans
 Boat Permit compliance inspection
 Schedule date for city land walk about
 Parks budget/expenses

July 7/14/26 (CC 7/20/26)

Boat permit compliance inspection
 Updated boat permit list
 Updated boat permit wait list
 Shoreland park clean-up day
 Heritage Day Plans
 Parks budget/expenses

August 8/11/26 (CC 8/17/26)

Heritage Day report
 Review boat/mooring guides for next year changes
 Parks budget/expenses

September 9/8/26 (CC 9/14/26)

Finalize boat/mooring guide updates for CC submission
 Heritage Day debrief
 Parks budget/expenses

October 10/13/26 (10/19/26)

Buckthorn removal?
 Beach parking closes
 Parks budget/expenses

November – No Park Board Meeting (CC 11/16/26)

December – No Park Board Meeting (CC 12/21/26)

Scope of Board Responsibility:

Base of bluff & toe of levy
 Public beach area & Parking
 Shoreland Park
 Beach garage
 Pettitt Park

Out of Scope for Parks:

Bluff/levy stabilization/improvements – City Council
 Bike Trail – Washington County
 Veterans Memorial – Vets Committee (Parks is informed of planned improvements)

Items to Address for 2026:

Finalize Vegetative Management Document
 Twins baseball field grant application date(s)
 Pettitt Park Solar Scoreboard and safety netting
 Park equipment inventory list review & update