



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

PARKS COMMISSION
May 12th, 2026
6.00pm

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 April 14th, 2026 Meeting
 - a. Motion to approve Minutes of April 14th, 2026 meeting as presented/amended
Motion made by: _____ 2nd _____
Discussion
Roll Call Vote
5. Financial Report
- Parks budget/expenses
6. Review of Annual Calendar – May
 - Beach CleanUp
 - Boat Permit wait list offers
 - Swim beach buoys
 - Boat compliance inspection form
7. Staff Reports and Updates
 - a. City Clerk - Mary Ashby
 - Baseball Teams Update
 - Park equipment inventory list review
 - Riverfront Park Playground mulch delivered
 - Mutt Mitt dispenser – where to locate new poop bag dispenser.
 - Beach Access Mats / Playground Equipment
 - b. Bob Shearer – Parking lot pay station changes.
8. Commissioner Reports
 - Prater
 - Peterson
 - Sultan
 - Witzel
 - Chair Sandom
9. Adjourn



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 was held outdoors. This meeting was NOT videoed.

Minutes

1. Call to Order at 7.06 pm
Roll Call: Present: Jo Sandom, Dave Witzel, Colin Sultan.
Absent: Scott Prater, Kris Peterson
Also present: Tim Schneider, Council Liaison; Bob Shearer, Beach Manager; Jon Place, resident

Meeting started late due to initial lack of quorum. However, two members of Parks Commission, Council Liaison and Beach Manager were present at 6:00pm at Riverfront Park and took an inventory of playground equipment and held a general discussion on potential areas for ramp access to the beach. Colin Sultan joined the meeting at 7:00pm at Pettitt Park where the official meeting started.

2. Public Comments: Jon Place talked about the raffle he is holding at The Beach Bar to raise funds for Pettitt Park.

3. Approve Agenda

- a. Motion to approve Agenda.

Motion made by: Jo Sandom 2nd Dave Witzel

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

Motion passed 3:0:2absent

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

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

Motion made by: Jo Sandom 2nd Dave Witzel

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

Motion passed 3:0:2absent

5. Financial Report

Reports reviewed. Not much activity since last meeting.

6. Review of Annual Calendar – April

Inventory of all Parks equipment, buildings and play equipment compiled during the meeting.

Watercraft permit process was discussed. Two buoys are open and will be offered to the next two people on the wait list.

Beach parking opens May 1st (or sooner).

7. Staff Reports and Updates

- a. City Clerk - Mary Ashby
 - Baseball Teams Update – Working on this. VAA has signed the Use Agreement and made payment in January for 2026. Still need to work with Afton Red Sox.
 - Beach Access Mats / Playground Equipment – no discussion on this.
- b. Bob Shearer –

8. Commissioner Reports

Prater - absent

Peterson - absent

Sultan – Talked about an issue with people leaving full poop bags on the side of the road in different areas of the city. He had posted a sign on the poop bag dispenser by the Church asking people to dispose of their poop bags in their own garbage cans.

Witzel – Dave finished cutting up the wood from the trees taken down at Stair 2 recently. This wood was removed from the beach by the STS crew on Monday 13th. Dave had attended the Short Tree Course to renew his accreditation.

Chair Sandom – nothing to report.

Tim Schneider – nothing to report.

9. Parks Walk around

Riverfront Park:

6:00pm Compiled inventory of Playground equipment; Pavilions and outdoor structures; Playground equipment and structures are in good condition.

Potential concerns/needs:

- Asphalt path between pavilion and playground is cracking. Consider cutting this section out, shortening the asphalt area and mulching over removed asphalt area.
- Consider purchasing one more picnic table and grill for placement on grassy area north of playground.

Beach stairs – discussion of potential ramp to beach. Looked at placement options, close to handicapped parking spaces would make sense. However, there is a steep bank at this point. Looked at Stair 9 for a shallower transition to the beach.

Pettitt Park:

Inventory of Playground equipment; Baseball field, bleachers, fences, etc.

Playground equipment, structures, baseball field, bleachers and fences are in good condition
Potential concerns/needs:

- There are dead trees that need to be taken down.
- Consider removing sand from floor of playground area and replacing with mulch (same as Riverfront Park Playground. Edging timbers need attention too.
- consider lights/nets for the ball field in future grant applications.

Vet's Memorial:

No review of the Veterans Park was undertaken at this meeting.

10. Adjourn 7.38pm

Parks Budget Analysis for 2026 as of April 30, 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	\$ 112.00	\$ (67,888.00)
	34120 Watercraft Permits	\$ 6,500.00	\$ 5,720.00	\$ (780.00)
	34130 Other Park Revenue	\$ 2,000.00	\$ -	\$ (2,000.00)
Total 34100 Parks & Rec		\$ 76,900.00	\$ 5,832.00	\$ (71,068.00)
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	\$ 646.30	\$ (12,353.70)
	45107 Beach Patrol	\$ 5,000.00	\$ -	\$ (5,000.00)
Total 45000 Parks & Rec		\$ 32,772.00	\$ 646.30	\$ (32,125.70)
404 Pettitt Park		<i>This fund includes the banner fees</i>		
12/31/2025	Beginning Balance	\$ 3,697.72		
	Banner Fee Revenue	\$ 600.00	See Below	
	Revenue - Int/Donations, etc	\$ 544.32		
	Budgeted Transfer	\$ -		
	Expenses	\$ -		
4/30/2026	Ending Balance	<u>\$ 4,842.04</u>		
	Budget 2026 Funding	<u>\$ 1,000.00</u>		
12/31/2026	Projected Balance	<u>\$ 5,842.04</u>		
405 Playground Imp Fund				
12/31/2025	Beginning Balance	\$ 10,422.98		
	Revenue - Int/Donations, etc	\$ 125.23		
	Budgeted Transfer	\$ -		
	Expenses	\$ -		
	Expenses - Other	\$ -		
4/30/2026	Ending Balance	<u>\$ 10,548.21</u>		
	Budget 2026 Funding	<u>\$ 1,000.00</u>		
12/31/2026	Projected Balance	<u>\$ 11,548.21</u>		
450-58023 Park Imp Fund				
12/31/2025	Beginning Balance	\$ 5,594.79		
	Revenue - Donations, etc	\$ -		
	Budgeted Transfer	\$ -		
		\$ -		
		\$ -		
		\$ -		
4/30/2026	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:	Al's Automatic Transmission	200.00
	Windmill Marina	200.00
	Pinky's Sewer Service	200.00

City of Lake St Croix Beach
34100 Rev & 45000 Exp Parks & Rec - Gen Fund
 January through April 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 Receipt	03/17/2026		Beach Violation 34110			30.00	30.00
Sales Receipt	04/20/2026		Beach Parking 34110	Parking Fines & Traffic Violation		10.00	40.00
Sales Receipt	04/23/2026		Beach Parking 34110	Parking Permit 2026		72.00	112.00
				Return for 2025 Bank Fraud - Goebel			
					0.00		112.00
Total 34110 - Beach Parking Permit Fees							
34120 - Watercraft Permit Fees							
General Journal	01/01/2026			Reverse of GJE -- 1 - 2026 Boat Waiting List			
Sales Receipt	01/08/2026	2025-62	Boat Waiting List 34120	Young - Boat Waiting List - 2026		5.00	5.00
Sales Receipt	01/08/2026		Boat Waiting List 34120	Shoen - Boat Waiting List - 2026		5.00	10.00
Sales Receipt	01/23/2026		Boat Waiting List 34120	Gould - Waiting List - 2026		5.00	15.00
Sales Receipt	01/28/2026		Boat Permits 34120	Feiertag - Boat Permit Fee 2026 (Boat/Buoy 29)		5.00	20.00
Sales Receipt	01/28/2026		Boat Permits 34120	Love - Boat Permit Fee 2026 (Boat/Dock 42)		135.00	155.00
Sales Receipt	01/28/2026		Boat Permits 34120	Sullivan - Boat Permit Fee 2026 (Boat/Dock 49E)		135.00	290.00
Sales Receipt	01/28/2026		Boat Permits 34120	Magill - Boat Permit Fee 2026 (Boat/Buoy 15)		135.00	425.00
Sales Receipt	02/05/2026		Boat Permits 34120	Pergande - Boat Permit Fee 2026 (Boat/Dock 6)		110.00	535.00
Sales Receipt	02/05/2026		Boat Permits 34120	Griffin - Boat Permit Fee 2026 (Boat/Dock 16)		135.00	670.00
Sales Receipt	02/05/2026		Boat Permits 34120	Gallandat - Boat Permit Fee 2026 (Boat/Dock 20)		110.00	780.00
Sales Receipt	02/05/2026		Boat Permits 34120	Kimber - Boat Permit Fee 2026 (Boat/Dock 12)		135.00	915.00
Sales Receipt	02/12/2026		Boat Permits 34120	Prater - Boat Permit Fee 2026 (Boat/Dock 47)		135.00	1,050.00
Sales Receipt	02/12/2026		Boat Permits 34120	Zilge - Boat Permit Fee 2026 (Boat/Dock 14)		110.00	1,160.00
Sales Receipt	02/20/2026		Boat Permits 34120	Simonson - Boat Permit Fee 2026 (Boat/Dock 17)		110.00	1,270.00
Sales Receipt	02/20/2026		Boat Permits 34120	Downing - Boat Permit Fee 2026 (Boat/Buoy 10)		110.00	1,380.00
Sales Receipt	02/20/2026		Boat Permits 34120	Thole - Boat Permit Fee 2026 (Boat/Dock 27)		110.00	1,490.00
Sales Receipt	02/20/2026		Boat Permits 34120	Danielson - Boat Permit Fee 2026 (Boat/Dock 46)		110.00	1,600.00
Sales Receipt	03/06/2026		Boat Permits 34120	McCarthy - Boat Permit Fee 2026 (#2)		110.00	1,710.00
Sales Receipt	03/06/2026		Boat Permits 34120	Fanslow - Boat Permit Fee 2026 (Boat/Dock 5)		110.00	1,820.00
Sales Receipt	03/06/2026		Boat Permits 34120	Paulson - Boat Permit Fee 2026 (Boat/Dock 4)		110.00	1,930.00
Sales Receipt	03/06/2026		Boat Permits 34120	Murray/Paulson - Boat Permit Fee 2026 (Boat/Dock 51E)		2,040.00	2,040.00
Sales Receipt	03/06/2026		Boat Permits 34120	White - Boat Permit Fee 2026 (Boat/Dock 28)		110.00	2,150.00
Sales Receipt	03/06/2026		Boat Permits 34120	Beedle - Boat Permit Fee 2026 (Permit/Buoy 1)		135.00	2,285.00
Sales Receipt	03/06/2026		Boat Permits 34120	Golden - Boat Permit Fee 2026 (Boat/Buoy 25)		135.00	2,420.00
Sales Receipt	03/06/2026		Boat Permits 34120	Sievert - Boat Permit Fee 2026 (Boat/Dock 23)		135.00	2,530.00
Sales Receipt	03/10/2026		Boat Permits 34120	Drinkwine - Boat Permit Fee 2026 (Boat/Buoy 32)		135.00	2,665.00
Sales Receipt	03/10/2026		Boat Permits 34120	Wanless - Boat Permit Fee 2026 (Boat/Buoy #22)		110.00	2,775.00
Sales Receipt	03/10/2026		Boat Permits 34120	Marzoff - Boat Permit Fee 2026 (Docks/Boat #40)		135.00	2,910.00
Sales Receipt	03/10/2026		Boat Permits 34120	Johnson - Boat Permit Fee 2026 (Boat/Dock #44)		135.00	3,045.00
Sales Receipt	03/10/2026		Boat Permits 34120	Wald - Boat Permit Fee 2026 (Boat/Docks/Buoy #38)		110.00	3,155.00
Sales Receipt	03/10/2026		Boat Permits 34120	O'Donnell - Boat Permit Fee 2026 (Boat/Docks/Buoy #48E)		245.00	3,400.00
Sales Receipt	03/10/2026		Boat Permits 34120	Weber - Boat Permit Fee 2026 (Boat/Dock #50E)		270.00	3,670.00
Sales Receipt	03/13/2026		Boat Permits 34120	Hillman - Waiting List - 2026		110.00	3,780.00
Sales Receipt	03/13/2026		Boat Permits 34120	Streeter - Boat Permit Fee 2026 (Boat/Buoy #3)		5.00	3,785.00
Sales Receipt	03/13/2026		Boat Permits 34120	Sandom - Boat Permit Fee 2026 (Boat/Dock #45)		110.00	3,895.00
Sales Receipt	03/13/2026		Boat Permits 34120	Antonello - Boat Permit Fee 2026 (Boat/Dock #7)		110.00	4,005.00
Sales Receipt	03/13/2026		Boat Permits 34120	Jorde - Boat Permit Fee 2026 (Boat/Dock #8)		110.00	4,115.00
Sales Receipt	03/13/2026		Boat Permits 34120			110.00	4,225.00

City of Lake St Croix Beach
34100 Rev & 45000 Exp Parks & Rec - Gen Fund
 January through April 2026

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Sales Receipt	03/13/2026		Boat Permits 34120	Conners - Boat Permit Fee 2026 (Boat/Dock #41)		110.00	4,335.00
Sales Receipt	03/13/2026		Boat Permits 34120	Bulera - Boat Permit Fee 2026 (Boat/Dock #33)		110.00	4,445.00
Sales Receipt	03/13/2026		Boat Permits 34120	Meyers - Boat Permit Fee 2026 (Boat/Buoy #9)		135.00	4,580.00
Sales Receipt	03/13/2026		Boat Permits 34120	Breger - Boat Permit Fee 2026 (Boat/Buoy #34)		135.00	4,715.00
Sales Receipt	03/13/2026		Boat Permits 34120	Mastray - Boat Permit Fee 2026 (Boat/Dock #11)		135.00	4,850.00
Sales Receipt	03/17/2026		Boat Permits 34120	Rutz - Boat Permit Fee 2026 (Boat/Buoy #18)		110.00	4,960.00
Sales Receipt	03/17/2026		Boat Permits 34120	March - Boat Permit Fee 2026 (Boat/Buoy #21)		110.00	5,070.00
Sales Receipt	03/17/2026		Boat Permits 34120	Ewig - Boat Permit Fee 2026 (Boat/Buoy #24)		110.00	5,180.00
Sales Receipt	03/17/2026		Boat Permits 34120	Fischer - Boat Permit Fee 2026 (Boat/Dock #24)		160.00	5,340.00
Sales Receipt	03/17/2026		Boat Permits 34120	Robinson - Boat Permit Fee 2026 (Boat/Dock #13)		110.00	5,450.00
Sales Receipt	03/17/2026		Boat Permits 34120	Anders - Boat Permit Fee 2026 (Boat/Dock #31)		110.00	5,560.00
Sales Receipt	04/07/2026		Boat Permits 34120	Arenson - Boat Permit Fee 2026 (Boat/Dock #30)		110.00	5,670.00
Sales Receipt	04/08/2026		Boat Waiting List 34120	O'Donnell - 4 Replacement Stickers		40.00	5,710.00
Sales Receipt	04/20/2026		Boat Waiting List 34120	Gott - Waiting List - 2026		5.00	5,715.00
				Buechter - Waiting List - 2026		5.00	5,720.00
				Total 34120 - Watercraft Permit Fees	0.00	5,720.00	5,720.00
				Total 34100 - Parks and Recreation	0.00	5,832.00	5,832.00
				Total 34000 - Charges for Services	0.00	5,832.00	5,832.00
				Total Income	0.00	5,832.00	5,832.00
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 Journal	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	04/08/2026	972524861	Xcel Energy 5536 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		199.40
Bill	04/08/2026	972523393	Xcel Energy 6284 (EFT)	Premise 303864763 1910 Riviera Ave S Meter 89456453	8.69		208.09
Bill	04/08/2026	972562754	Xcel Energy 8596 (EFT)	Beach 16763 20th St S Premises 302451496 Meter 86433588	8.69		216.78
Bill	04/16/2026	48985	Menards	BS - Cedar Posts	41.36		258.14
Bill	04/27/2026	IN000952...	Skidata	Software Support	194.00		452.14
Bill	04/28/2026	99052	Minuteman Press	Signs at Beach Parking Gazebo	92.36		544.50

City of Lake St Croix Beach
34100 Rev & 45000 Exp Parks & Rec - Gen Fund
 January through April 2026

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	04/29/2026	2060476	On Site Sanitation	4/29/26-5/8/26 Weekly - Standard Restroom (Beach)	64.65		609.15
Bill	04/29/2026	2060476	On Site Sanitation	4/29/26-5/8/26 Weekly - ADA Restroom (Beach)	37.15		646.30
Total 45105 - Park Maint, Supplies & Util					688.54	42.24	646.30
Total 45000 - Parks & Recreation					688.54	42.24	646.30
Total Expense					688.54	42.24	646.30
Net Ordinary Income					688.54	5,874.24	5,185.70
Net Income					688.54	5,874.24	5,185.70

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
 Contact baseball banner advertisers
 Parks budget/expenses

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

Portable restroom quotes
 Seasonal beach parking passes
 Boat permit renewal status
 Parks budget/expenses

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

Boat permit applications review
 Playground inspections
 Parks budget/expenses

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

Boat permit applications review
 Boat permit wait list offers
 Beach parking opens
 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
 Parks budget/expenses
 Boat compliance inspection form

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
 Parks budget/expenses
 Heritage Days

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 reviewed & updated



PARKS - EQUIPMENT INVENTORY (as of 4.14.2026)

RIVERFRONT PARK

Items	#	Condition	Date Installed	Comments
Changing Room/Storage shed		Good		
Fountain		Good		Repairs made in 2025 to fix leaky valve
Green picnic tables	3	Good		potential to add one more
Grill stands	5	Good		potential to add one more
Swing set	1	Good		Beach Manager monitors for worn links periodically
Climbing frame (tall structure)	1	Good		
Climbing tunnel (small)	1	Good		
Benches	4	Good		
Pavilion	2	Good		
Picnic tables	6	Good		

PETTITT PARK

Items	#	Condition	Date Installed	Comments
Swing set	1	Good		
Slide	1	Good		
Climbing Frame	1	Good		
Playground floor	1	Poor		Currently sand with weeds. Edging needs attention. Consider mulch
Pavilion	1	Good		
Picnic table	1	Good		
Grill	1	Good		
Fountain	1	Good		
Bleachers	2	Good		
Dugouts	2	Good		
Ballfield	1	Good		1st Base floods
Netting		Good		Higher netting to be applied for through grant opportunities.