

AGENDA OF THE REGULAR MEETING OF THE PARKS AND NATURAL RESOURCES COMMITTEE CITY OF BIRCHWOOD VILLAGE WASHINGTON COUNTY, MINNESOTA MAY 20, 2025 6:30 P.M.

CALL TO ORDER

APPROVE AGENDA

OPEN PUBLIC FORUM

APPROVE MINUTES FROM PREVIOUS MEETING

A. April 15, 2025 Meeting Minutes* (pages 3-7)

COMMITTEE BUSINESS - REGULAR AGENDA

- B. New Agenda Items
 - A. Resolution for Design Standards for City Benches* (page 8)
 - B. Landscape Improvements to South Side of City Hall* (pages 9 and 10)
 - C. Recommendations for Bench Locations to the Lake Links Task Force
 - D. Proposal from Barton Winter for Hockey Rink Board Replacement
- C. Discussion Items Carried Over from Previous Meeting(s)
 - a. Tighe-Schmitz Park Updates (pages 11-18)
 - a. Scheduling Public Forum for Lori Tella and Committee
 - b. Discussion of Committee Budget and Community Project Tracker
- D. Confirm Next Month's Meeting and Identify Agenda Topics

ADJOURN

^{*} denotes an attachment in the agenda packet

ATTACHMENTS

PARKS AND NATURAL RESOURCES COMMITTEE MEETING APRIL 15, 2025 MINUTES

The April 15, 2025, meeting of the Parks and Natural Resources Committee was called to order in city hall at 6:31 p.m.

Attendees: Committee Members Zachary Michalk, Mary Sue Simmons, Amy Hullet, and Alan Mitchell. Council Member Kathy Weier.

Others: Barton Winter and Sue Hambly and Mike Kramer.

Agenda. The agenda was approved unanimously with the addition of four items to be added at the end of the agenda. These items included a discussion about possibly obtaining benches as part of the Lake Links Trail funding, requested by Michalk, improvements at the hockey rink, added by Michalk at the request of Barton Winter, a review of the Committee bylaws, raised by Mitchell, and an inspection of the city parks, requested by Weier.

Public Forum. Birchwood resident Mike Kramer informed the Committee that he was a member of the Washington County Parks and Open Space Committee. Kramer gave the Committee an overview of the role of the county committee and indicated the committee has an advisory role only and makes recommendations to the Washington County Board. Winter asked whether the Wilder Center might open again, and Kramer said he would inquire and report to the Parks Committee. Michalk inquired whether the county maintained a list of contractors who perform various tasks for governmental bodies like counties and cities. Weier wondered whether the county might have plants and trees available for cities to plant from time to time. Kramer stated that he would email Michalk with information in response to the issues raised and suggested that the Committee might want to check the county webpage periodically to keep abreast of developments

Sue Hambly, a White Bear Lake resident interested in the condition of Curt Feistner Beach, asked about whether the City might reinstall the sign about the designation, which is not presently posted, back up near the beach. Michalk responded that this matter was already on the Committee agenda and would be discussed momentarily.

Barton Winter stated that he had done some brush removal near the tennis courts but that some additional clearing was necessary. Winter also informed the committee that he has been monitoring Tighe-Schmitz Park recently and found that the park is not as wet as it has been in the past. Winter also complained about the manner in which the hockey rink had been flooded over the past skating season.

Minutes. The Committee unanimously approved the draft March Minutes.

Curt Feistner Sign. Weier gave an update of the Curt Feistner Beach area, indicating that the access route was in bad shape and that there was no clear path to the water. Weier reported that the sign for Curt Feistner Beach had been removed during construction work on Century Avenue and was in storage. Weier stated that the Committee should check with Lori Tella of the Washington Conservation District about whether there might be any grants available next year to help pay for improvement of the beach access. The Committee discussed whether the sign might be temporarily posted in Wildwood Park. Hambly indicated that she would pass the information along to Jim Brisson, retired chaplain at St. Andrews Church and a Feistner family friend, of the possibility of placing the sign in Wildwood Park. Mitchell moved, seconded by Michalk, that the Parks Committee recommend that the City investigate the idea of placing the Curt Feistner Beach sign in Wildwood Park until such time as an appropriate location at the beach could be arranged. The motion carried unanimously.

Simmons mentioned that Elm Beach is also in need of improvement to address runoff issues. Simmons added that she attended the Birchwood Dock Association 2025 spring meeting on April 5 and that the Dock Association members are in full agreement that Elm Beach needs to be addressed. The Committee recognized that Elm Beach had deteriorated to the extent that a major effort would be required to restore it.

Hockey and Tennis Nets. Weier reported that the City Council had accepted the gift of one hockey net from Barton Winter and authorized the Parks Committee to spend up to \$1000 for the purchase of a second hockey net and two new tennis nets. Weier added that the Council also determined that that the Committee could elect to purchase a second hockey net from Barton Winter. Weier said that the cost of two new tennis nets could exceed \$500.

Hullet moved, seconded by Mitchell, that the Committee arrange to buy the second hockey net from Winter, purchase two new tennis nets, and get all these nets installed, including installation of a new anchor for the net with a lose anchor, the cost not to exceed \$1,000. The motion carried unanimously.

Fencing Along Ash Path. Weier said the City Council decided to install some additional fencing along Ash Path and to remove some existing barbed wire in the area, with the landowner's approval. Weier showed a map indicating where the new fencing would be installed. Simmons agreed to contact the landowner to determine if the landowner has any objection to removing the barbed wire.

Music in the Park. Mitchell stated that the City Council had authorized \$300 from the existing Music in the Park budget for the purchase of indoor/outdoor carpeting and a canopy. Mitchell said that he would work with the City staff to purchase the carpeting and canopy before the first concert on June 8.

Weier mentioned that she had contacted White Bear Lake High School band leaders about performing as part of the Music in the Park summer series on an open Sunday free of charge. Mitchell added that there was no money in the budget to pay for additional concerts. Weier also added that the City Council had approved Top Green Lawn Service as the contractor to handle grass cutting for the City over the summer.

Ash Path Bikes. A neighbor has raised a concern with the City that kids are biking on the path at times when people are walking and that could be unsafe. The Committee discussed whether bikes should be prohibited on Ash Path as a safety measure. Michalk moved and Simmons seconded a motion to ask the City to prohibit bikes on Ash Path and to install a sign on both sides of the path stating that bikes are prohibited. The motion carried unanimously. The Committee liked the idea of the signs saying "Be Polite. Walk Your Bike."

Tighe-Schmitz Park Update. The Committee discussed the status of the grantfunded work anticipated for Tighe-Schmitz Park. Simmons presented a revised Project Overview map that Lori Tella from the Washington Conservation District (WCD) had developed since the Committee's March meeting. The Committee discussed that Tella was unable to attend the City Council meeting on April 8 to present a plan to the Council, as had been anticipated, and that approval from the Council was a necessary step before proceeding. Simmons emphasized that we also needed to have a specific plan developed before we could arrange a public forum or proceed with any work. The Committee focused on developing an upcoming schedule and agreed on the following:

- May 13 Presentation to the City Council by WCD
- May 20 Next Parks Committee meeting
- May 31 Public Forum with a possible walk-through

Summer Maintenance Inspection The Committee decided with everything else going on in May that the inspection of playground equipment and other city facilities in the parks would occur in June. The purpose of the inspection is to identify any maintenance issues that need to be addressed Weier mentioned that the City Council, as part of selecting Top Green Lawn Service to mow the grass,

asked the company to vacuum out the rain garden at Birch Beach and various stormwater catch basins in the community.

Urban Soil Survey. The Committee discussed the fact that Washington Country, through the Washington County Water Consortium, in cooperation with the University of Minnesota and others, has begun to generate an updated soil map of certain parts of Washington County, including Birchwood. The Committee was of the opinion that a soil analysis in Tighe-Schmitz Park could be very helpful in determining what actions to take to mitigate water runoff issues around the Park. Simmons moved, seconded by Mitchell, that the Committee contact Lori Tella to determine if the City of Birchwood would be eligible to be included in the study. The motion carried unanimously. Simmons agreed to make the contact with Tella.

Committee Budget. The Committee discussed that the Council had approved Resolution 2025-38, introduced by Council Member Sperl, directing the Parks Committee to prepare a budget and to account for expenditures of money paid to the City by the Birchwood Dock Association members. The Committee indicated that it will develop a 2026 budget for parks over the next several months

Benches along the Lake Links Trail. The Committee discussed the decision by the Lake Links Trail Task Force to recommend that benches at various locations along the Lake Links Trail in Birchwood be included as a fundable expense in any grant money awarded to the City.

Parks Committee Bylaws. Mitchell reminded members that in accordance with the Bylaws of the Committee, Margaret Ford, who was just appointed to a position on the Parks Committee, would serve a term from February 2025 to February 2027. Mitchell added that Michalk's and Hullet's terms would also run to February 2027 since they were just reappointed. Mitchell's term and Simmon's term run until February 2026.

Hockey Rink. Winter displayed a diagram of the hockey rink he prepared showing some posts around the rink that were degraded and needed replacement. Winter indicated that he would pay for one-half the cost. Weier emphasized that the City Council has to approve any expenditures by a resident before any purchases are made and before any volunteer work is done. Weier said that the Committee needs to conduct an inspection of the hockey rink and boards to determine what work needs to be done and that could be completed during the upcoming inspection of all park facilities. Weier stated that city staff could determine the size of posts that are needed and how to install the posts. The

Committee agreed that a plan had to be developed and cost estimates made before any work could be undertaken at the rink. Michalk indicated that he would gather some new estimates regarding the cost of netting on one end of the rink, so that work could be included in the development of any plan for improving the hockey rink.

Adjourn. 8:29 p.m.

Respectfully submitted,

Alan Mitchell Secretary

CITY OF BIRCHWOOD VILLAGE
RESOLUTION NO
A RESOLUTION TO ESTABLISH DESIGN STANDARDS FOR BENCHES AND
PICNIC TABLES IN PUBLIC SPACES

WHEREAS, the City of Birchwood Village values the appearance, durability, and accessibility of its public parks and spaces;

WHEREAS, benches are important amenities that contribute to both the function and aesthetic of our shared outdoor areas;

WHEREAS, inconsistent styles, materials, and colors can detract from the visual cohesion and long-term maintenance of public spaces;

WHEREAS, having a standard design for future bench installations will help preserve a unified look, simplify procurement, and ensure that new installations are appropriate for our natural surroundings;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Birchwood Village, Minnesota, that:

1. The City will require all benches to be consistent in design to the one in front of the city hall. The bench is durable, accessible, is consistent with the surrounding landscape, and is easy to maintain. Any new installations, replacements, or donations of benches must follow the adopted standard, unless otherwise approved by the City Council.

Passed and adopted by t	the City Council of	f Birchwood Village,	Minnesota this da	ay of
, 2025.				





Al generated picture of what it could look like after planting

If we plant Plume poppies in the back agains the retaining wall, a variety of ferns in front of the poppies and wild ginger as a border it we improve the environment and make the area more attractive.

Environmental Improvement

CO₂ Sequestration 31–159 lbs CO₂/year

Soil Health

Big increase (organic matter, erosion control)

Biodiversity

Much higher (habitat for insects, amphibians)

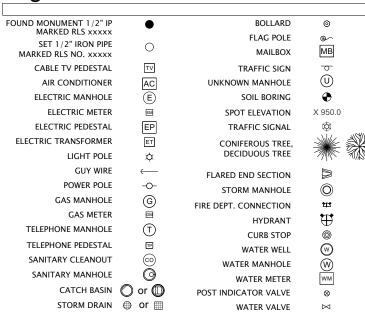
Water Quality Better infiltration, less runoff

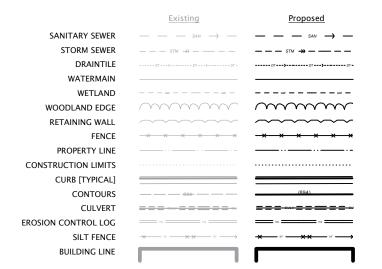
Summary:

By converting 1,250 (assume a 50 x 25 foot area) square feet from barren dirt/grass to native ground cover, you're turning it into a small but mighty *carbon sink*, *erosion fighter*, *wildlife booster*, and *water purifier*. It's a **significant improvement** — particularly since these benefits are **compounding**: every year, the system gets stronger as the soil improves.

The area would need to be cleared and tilled. We could ask the community to donate ferns and wild ginger.

Legend





WATERSHED DISTRICT PARTNER



4325 Pheasant Ridge Drive, Suite 611 - Blaine, MN 55449 (763) 398-3070 www.ricecreek.org

Tighe-Schmitz Park Stormwater Management Project

BIRCHWOOD VILLAGE, WASHINGTON COUNTY, MN



CONTEXT MAP

CLIENT

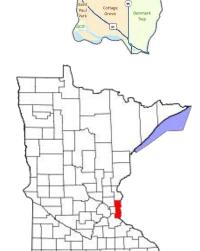
City of Birchwood Village 207 Birchwood Ave. Saint Paul, MN 55110 651-426-3403

PROJECT MANAGER

City of Birchwood Village Marcus Johnson, PE Project Engineer| Associate Bolton & Menk, Inc.

DESIGN

Washington Conservation District Lori Tella, PLA 455 Hayward Ave. N. Oakdale, MN 55128 651-315-8964



PRELIMINARY

PROJECT

LOCATION

THE 2020 EDITION OF THE MNDOT "STANDARDS AND SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.



IT IS THE LAW THAT ANYONE EXCAVATING AT ANY SITE MUST NOTIFY GOPHER STATE ONE CALL (GSOC) SO THAT UNDERGROUND ELECTRIC, NATURAL GAS, TELEPHONE OR OTHER UTILITY LINES CAN BE MARKED ON OR NEAR YOUR PROPERTY BEFORE ANY DIGGING BEGINS. A 48-HOUR NOTICE, NOT INCLUDING WEEKENDS, IS REQUIRED. CALLS CAN BE MADE TO GSOC AT 1-800-252-1166 OR (651)454-0002, MONDAY THROUGH FRIDAY (EXCEPT HOLIDAYS) FROM 7 A.M. TO 5 P.M.

W

455 Hayward Ave N Oakdale, MN 55128 (651) 330-8220

Washington

Conservation

District

Project Address

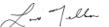
410 Lake Avenue, Birchwood, MN

Project Manager Lori Tella

plan created by:

Washington Conservation District rtevieweu

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.



Lori Tella

58219 Reg. No.

Concept

Project T

Tighe-Schmitz Park Stormwater Management Project

Sheet Title

Cover Sheet

D File Name - Desiret Oversies City Coursil 2025 Comment

PLAN CREATED FOR:



REVISION DATE:

Date 5/06/25

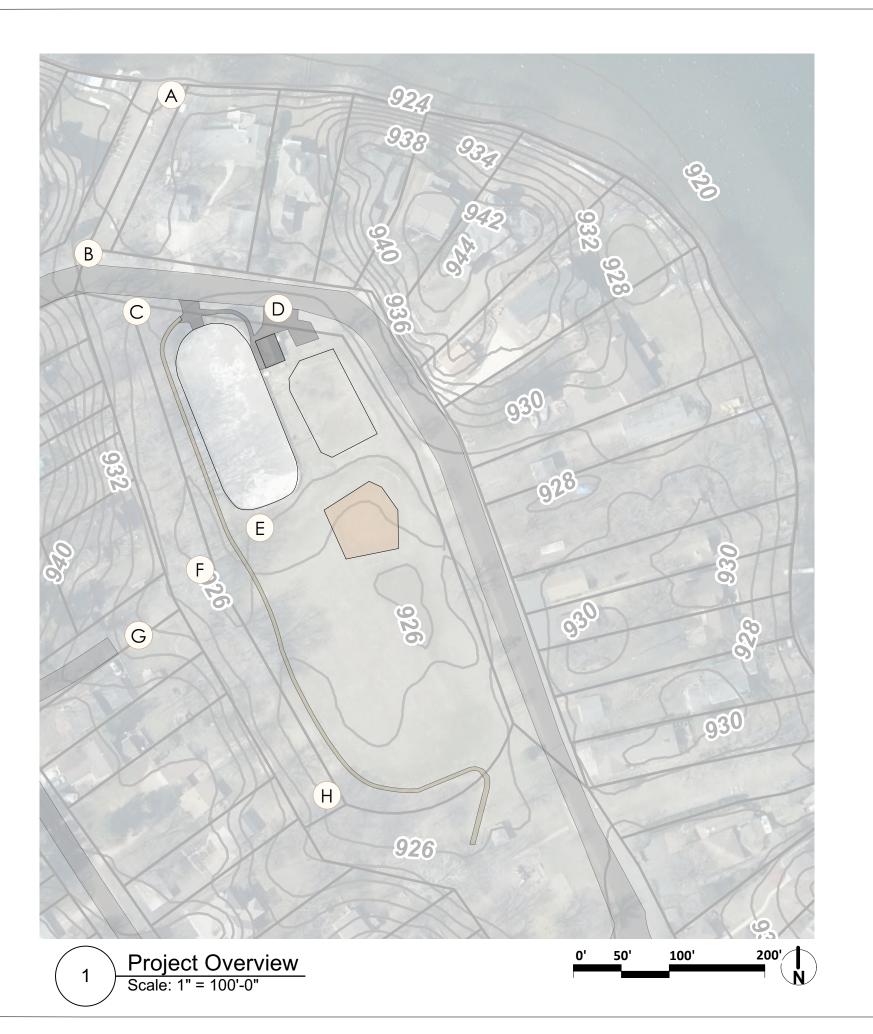
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COVER

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PROJECT DESCRIPTION:

Tighe - Schmitz Park is located south of White Bear Lake on Lake Avenue in Birchwood Village. The park is in the Clear Water Lake subbasin and is connected to Hall's Marsh, which is identified as a core habitat, and drains into White Bear Lake. The proposed enhancements would work to benefit the ecological health of the area, treat runoff before leaving the site, and create a beautiful space for the public to enjoy. Other project opportunities include picnic areas and a community garden on the 5 acre property.

Recommended Best Management Practices:

WBIF Grant- Project Options

- A. Shoreline and Swale Enhancement Zone
- B. Western Swale
- C. Filtration Basin
- D. Filtration Basin or Pretreatment Structure
- **E: Native Meadow Planting**
- F: Rain Garden and Riser
- G: Rain Garden and Riser
- H: Woodland Rain Gardens: (New Drain Pipe)

HELP Grant. Habitat Enhancement Options Woodland Restoration ~ 1 AC Native Meadow Planting- 2,000 SF Native Meadow Planting ~ 5,000 SF Hall's Marsh Restoration ~ 1 AC

RCWD Grant

Education, General Water Quality and Habitat Improvement and other Community Projects

PRELIMINARY

Project Manager	Revision	plan created by:	Washington
Aaron Osowski CDA	01/16/25 [Client Review]		Conservation
			District
Project Designer			455 Havward Ave N
Lori Tella			Oakdale, MN 55128
Drawn LT			(651) 330-8220
Reviewed AR			www.mnwcd.org

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Project Overview

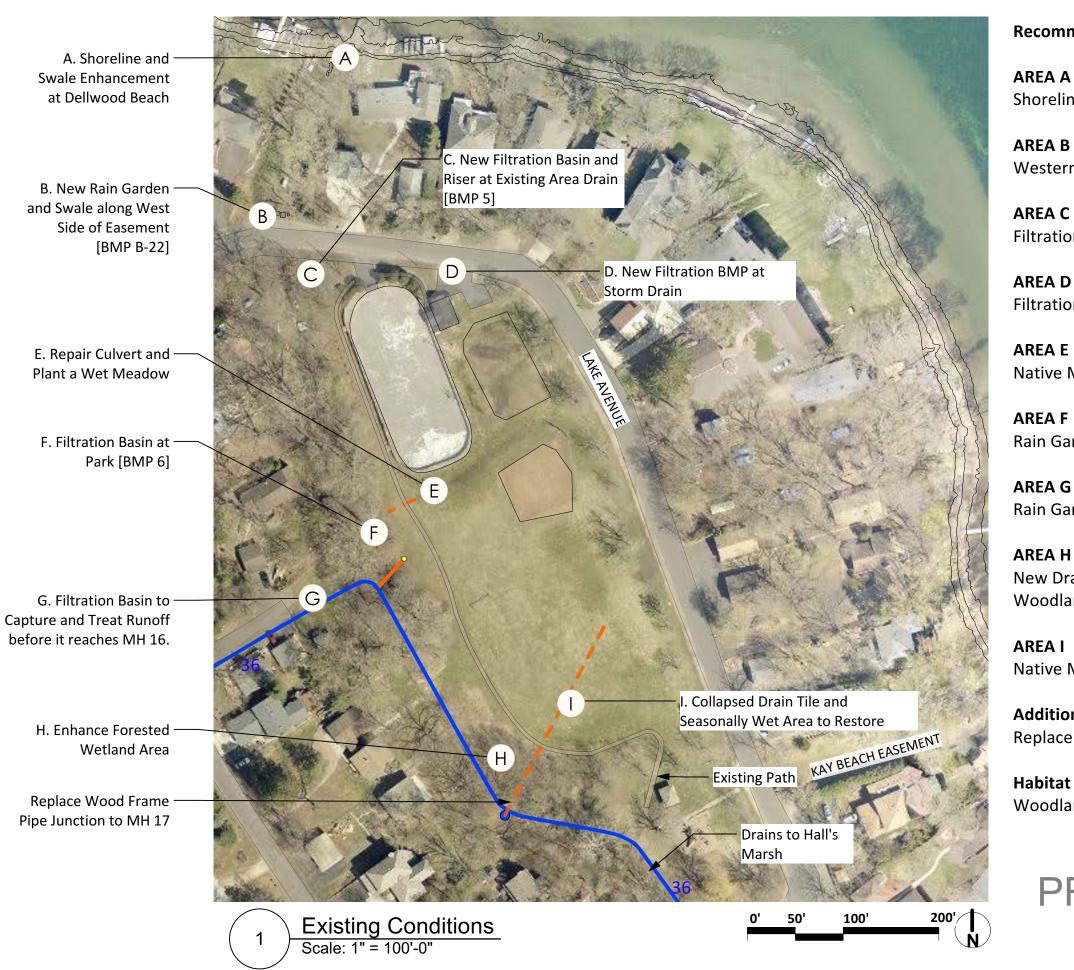
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Recommended Best Management Practices:

AREA A

Shoreline and Swale Enhancement Zone:

AREA B

Western Swale

AREA C

Filtration Basin

AREA D

Filtration Basin or Pretreatment Structure

AREA E

Native Meadow Planting, Improve Drainage

AREA F

Rain Garden and Riser around existing structure

Rain Garden and Riser or Bioswale

New Drain Pipe **Woodland Rain Gardens**

Native Meadow Planting

Additional Recommendations:

Replace Woodframe Pipe Junction

Habitat Enhancement

Woodland/ Wetland Restoration

PRELIMINARY

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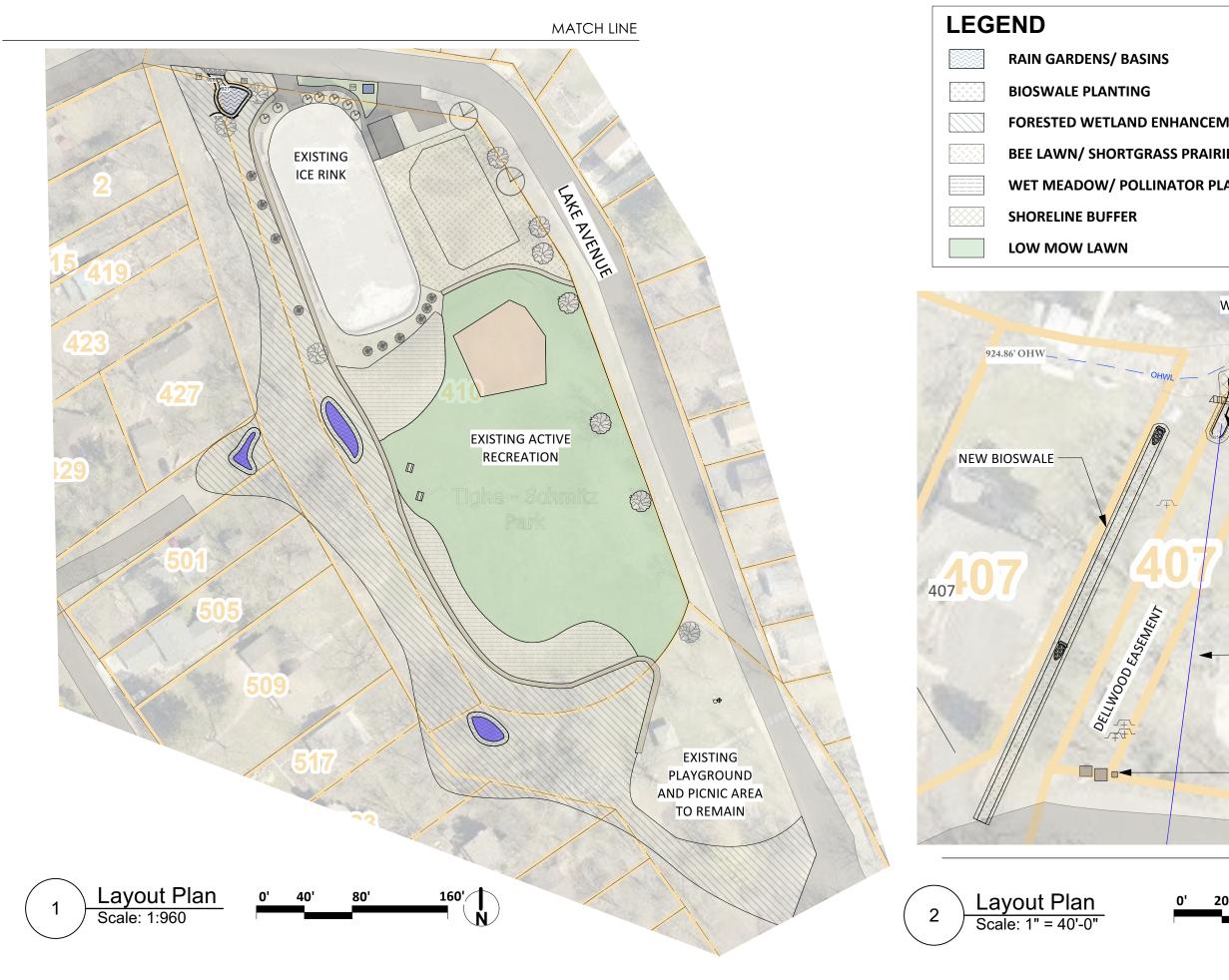
Aaron C CDA

Tighe-Schmitz Park Stormwater Management Project

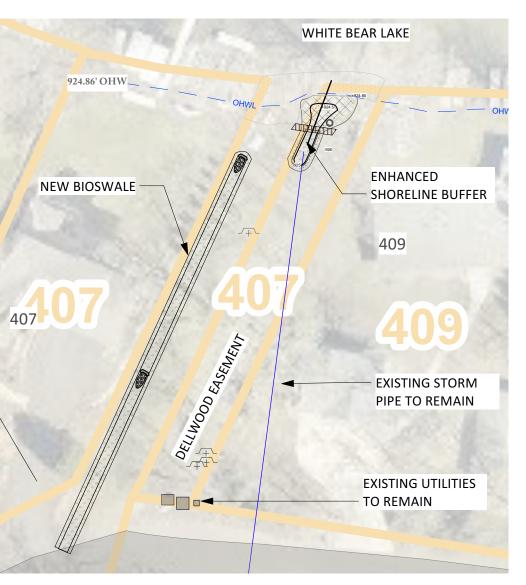
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Aaron CDA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THATI AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAV OF THE STATE OF MINNESOTA.

Tighe-Schmitz Park Stormwater Management Project

MATCH LINE

Concept Plan

5/06/25

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Date Concept Reg. No. 58219

NATIVE HABITAT ENHANCEMENT











STORMWATER INFRASTRUCTURE IMPROVEMENT











EDUCATION AND ENHANCEMENT OF PUBLIC SPACES









I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION REPORT WAS PREPARED BY ME OR UNDER MY DIRE SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER TH OF THE STATE OF MINNESOTA.

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Tighe-Schmitz Park Stormwater Management Project

Date 5/06/25

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MEMORANDUM

TO: Birchwood Village Parks Committee, City Council of Birchwood Village

FROM: Lori Tella, Landscape Restoration Specialist, Washington Conservation District

DATE: 5/06/25

RE: Tighe Schmitz Park Water Quality Improvement Projects

In July of 2024 the WCD presented the Tighe Schmitz Stormwater Project Overview to the Birchwood City Council. The city provided a letter of support and approved pursuing funding for 3-5 stormwater projects in the Tighe Schmitz park area. The goals of these practices are to reduce flooding, repair and replace existing infrastructure, and add new stormwater treatment to improve water quality of White Bear Lake and Hall's Marsh. The project summaries, cost estimates, and locations can be found in the 2017 The SE White Bear Lake Stormwater Retrofit Analysis.

In fall of 2024 the Local Watershed Based Implementation Funding (WBIF) grant was approved for \$70,000 towards the project. In 2024, the WCD secured an additional \$10,000 through the Habitat Enhancement Landscape Program to help expand the project and enhance the woodland areas. The Rice Creek Watershed District has also confirmed that there are many potential projects will qualify for their Water Quality or Mini grant program (between \$500- \$7,500).

The updated proposed timeline:

- Secure Preliminary City of Birchwood Approvals
 - 1. The city is aware of the project and approves WCD encumbering the \$70,000 WBIF grant award on behalf of Birchwood Village for stormwater projects. The city will be the contractor and will manage the project. The WCD will provide grant administration, design and technical assistance. The city's time will qualify as the 10% match, currently approved for \$7,500 of in-kind time (city engineer).
 - 2. The city approves the WCD encumbering the \$10,000 HELP grant award on behalf of Birchwood Village for habitat improvements along the border of the park.
 - 3. The city approves the Parks Committee to seek a Rice Creek Watershed District award on behalf of Birchwood Village for stormwater and landscape improvements based on the community feedback.
 - 4. The city is aware of and willing to confirm commitment to maintain 3-5 BMPS. An estimate for maintenance will be developed prior to entering into contracts. Preliminary annual maintenance costs for all the bmps would be ~\$2,500
- Outreach Event at TS park from 10-12 on May 31, 2025
- Final Designs based on public feedback
- City and Parks Committee Review/ Contracts
- Send project to Bid (City) Aug 2025
- Construction Fall 2025 Fall 2026.
- Grant Close out and reimbursement 2026

GRANT SUMMARIES:

Grant: Watershed Based Implementation Funding (WBIF) by the Board of Soil and Water Resources

Applicant: Washington Conservation District [on behalf of Birchwood Village]

Project: Tighe-Schmitz Park WQ Improvement Projects

Description: This project will implement 3-5 bmp practices including biofiltration basins and swales that have direct connection to White Bear Lake and Halls Marsh. They have been ranked and identified in the SE White Bear Lake SW Retrofit analysis.

Resource Concern: Hall's Marsh and White Bear Lake. **Award Request:** \$75,000 (\$70,000 for implementation)

Match: \$7,500 (Birchwood Village, engineer project management)

Status: Application submitted and approved. Waiting on BWSR for final paperwork, followed by review

and signed contract by the city and encumbrance by the WCD.

Grant: Habitat Enhancement Landscape Pilot (HELP), through the Board of Soil and Water Resources

Applicant: Washington Conservation District [on behalf of Birchwood Village]

Project: Tighe-Schmitz Park Habitat Enhancement

Description: This project will implement restoration and native trees, shrubs and seeding in the Forested Wetland on the edges of the park and additional areas as determined by the community. These funds can be used towards enhancement of Hall's Marsh or nearby Shorelines.

Resource Concern: Hall's Marsh and White Bear Lake. **Award Request:** \$10,000 (\$10,000 for implementation)

Match: 10% - \$2,000 provided by in kind volunteers or RCWD grant

Status: Application submitted and approved. Waiting on final design and quotes following Community

meeting. Project will need to be signed contract by the city and encumbrance by the WCD.

Grant: Water Quality Grant, through the Rice Creek Watershed District

Applicant: City of Birchwood Village / Parks Committee

Project: Tighe-Schmitz Park Landscape Improvement Projects

Award Opportunity: Between \$500- \$10,000 for native planting, habitat, education, and stormwater

projects.

Match: 50-25% - provided by state grants, or in-kind

Status: Seeking approval to apply. Projects will build on proposed projects above and provide signage.

Match:

The total amount this city will be responsible for is in-kind to help manage the project. Currently allocated to the city engineer for construction administration (\$7,500). The most important piece for the city to be aware that this is a reimbursable grant. Meaning funds are awarded on the completion of the project. As part of the grant award contract, the city will need to sign a maintenance agreement confirming their commitment to maintain the landscape and stormwater basins for the next 10 years. Preliminary estimates are \$500 per bmp per year, based on the WCD maintenance staff typical routes. cost estimates are \$500 per basin per year for basic mulching, weeding, and annual debris removal. If all 5 bmps were installed, there would be an estimated \$2,500 annual commitment by the city for maintenance. The natural restoration areas will require annual mowing, establishment period watering. Moving forward, management of natural areas should be less than current maintenance for lawn.