



**AGENDA OF THE REGULAR MEETING OF
THE PARKS AND NATURAL RESOURCES COMMITTEE**

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
MARCH 17, 2026
6:30 P.M.**

Committee Members

Zach Michalk, Chair
Alan Mitchell, Secretary
Amy Hulett, Member
Bridget Sperl, Council Liaison
Kathy Weier, Council Liaison
Margaret Ford, Member
Mary Sue Simmons, Member

CALL TO ORDER

APPROVE AGENDA

OPEN PUBLIC FORUM

APPROVE MINUTES FROM PREVIOUS MEETING

A. February 3, 2026 Meeting Minutes* (pages 3-6)

COMMITTEE BUSINESS - MEETING AGENDA

A. New Agenda Items

A. City and project updates from Mayor Jennifer Arsenault, City Engineer, Marcus Johnson, and Landscape Restoration Specialist, Lori Tella (Washington Conservation District)

B. Selection of dead tree for removal:

- A. Tree #1 located at the end of the Park Avenue Easement near the hockey rink. Nomination received from Kevin Heisdorffer on 02/16/2026.
- B. Tree #2 located at the east end of Wildwood Park directly across from 259 Wildwood Avenue. Nomination received from Randy LaFoy on 02/09/2026.
- C. Tree #3 located in front of 20 Birchwood Avenue across from Ash Path. Nomination received from Bridget Sperl on 12/16/2025 and Sara Nephew on 12/22/2025.

C. Identification of projects for the spring clean-up day scheduled for April 25, 2026.

D. Adopt-a-Park initiative

E. Discussion and planning of 2026 Action Plan

A. Table 1 - Action Plan* (pages 5-6)

B. Table 2 - Budget Summary* (pages 7-8)

C. Table 3 - Ongoing Projects* (page 9)

F. Bulletin board and social media posts

B. Confirm next month's meeting and identify agenda topics

ATTACHMENTS

ADJOURN

* denotes an attachment in the agenda packet

**PARKS AND NATURAL RESOURCES COMMITTEE
MEETING FEBRUARY 3, 2026
MINUTES**

Note that the December 16, 2025, meeting and the January 20, 2026, meeting of the Parks Committee were canceled. The January 20 meeting was canceled because of the lack of a quorum and the regularly scheduled meeting for February 17, 2026, was canceled because a quorum was not going to be available on that date. A special meeting of the Parks Committee was held on February 3, 2026.

The February 3, 2026, meeting was called to order in city hall at 6:36p.m.

Attendees: Committee Members Zachary Michalk, Mary Sue Simmons, Margaret Ford, and Alan Mitchell. Council Members Kathy Weier and Bridget Sperl. Others: Steve Schad.

Agenda. Mitchell mentioned that the Committee should discuss the matter of appointing a chair and a secretary for the upcoming year. Simmons suggested that we add a discussion about the possibility of a grant to remove dead trees from Polly's Park. A motion to adopt the agenda with the addition of these two items passed unanimously.

Public Forum. Resident Steve Schad addressed the issue of whether the City should hold a deer kill. Schad indicated that he is opposed to a deer kill and wanted the Parks Committee to be aware of his position. Schad said that the Department of Natural Resources tends to favor deer kills but that the evidence shows that deer kills in communities do not work to reduce a local deer herd. Weier stated that the DNR had addressed the City Council at the last Council meeting. Weier also summarized the history of deer kills in Birchwood and said that during the last hunt several months ago, three deer were killed by the Bow Hunters Association over the course of one weekend. Committee members stated that they appreciated Schad coming to the meeting and expressing his opinion but that the matter of a deer kill was one the Council was handling and that the Parks Committee was not involved.

Minutes. The draft November Minutes were approved unanimously.

Tree Removal Nominations. The Committee discussed that in response to the City's solicitation of suggestions from the community for a tree on city property to be removed at city expense, only two nominations were submitted, and both were for a diseased ash tree along Birchwood Ave. down the street from city hall. The Committee decided to announce on its Facebook page and by email to the list maintained by the City that nominations for a tree to be removed would be held open until February 14. The Committee conclude that if no more nominations were submitted, the matter would be considered final, would not be further considered by the Parks Committee, and the one tree that has been suggested would be removed at city expense. Chair Michalk agreed to notify the city clerk about the matter and arrange for the notice to go out by email. Sperl volunteered to post the notice on the Facebook page.

Adopt-a-Park Initiative. Following up on the matter of resident response, the Committee discussed whether any residents had volunteered to adopt one of the city parks at the invitation of the Parks Committee. The Committee determined that no one had responded. Committee members Ford and Michalk both indicated that they were interested in adopting one of the parks.

Dead Trees in Polly's Park. Weier stated that the City was interested in seeking a grant for this work from Washington County, using money awarded the County by the DNR. Weier reported that the latest information is that the DNR may have lost some funding from the federal government and that as a result, the County may not have any grant funds available for such work. The Committee decided to continue to monitor the situation.

Action Plan. The Committee talked about a number of projects on the Committee's 2026 Action Plan that was approved by the City Council at its December 2025 meeting.

Special Revenue Fund. Sperl advised the Committee that the Council is working with the City Treasurer to establish a method for reporting to the Committee frequently and regularly on the status of the Special Revenue Fund, including identifying income and expenditures, which is where most of the money for city expenses for park projects would come from.

Elm Beach Erosion Control. The Committee discussed the importance of undertaking work at Elm Beach this spring, a top priority on the 2026 Action Plan. Simmons reported that she had a discussion with the mayor and that the mayor indicated that she would initiate contact with the DNR regarding the scope of the work. The Committee agreed that the mayor should be invited to the Committee's March meeting to report on the status of that matter.

Curt Feistner Memorial Park. The Committee discussed the need to address the situation at this Park. The Committee was of the view that the preferred work would be to improve the access point at the Park. The Committee recognized that the mayor has also taken the lead on this project.

Lawn Chemicals. Simmons asked whether 2,4-D (Roundup) was still legal to use on private property. The Committee was unsure of the answer and thought it was illegal on public property.

Hockey Rink. Weier gave an update on the work that had been undertaken in the fall to improve the boards at the rink. Weier said that additional work - more board replacement and painting of a part of the surface - would be undertaken next year, most likely in the fall after the Music in the Park concerts have ended.

Birch Beach Rain Garden. The Committee discussed the condition of the rain garden and the need to restore the plantings. Simmons volunteered to contact a landscape company that does this kind of work and find out what restoration might require and the cost involved. The Committee determined that it would be necessary to conduct regular maintenance of the rain garden going forward.

Committee Officers. Mitchell pointed out that under the Committee Bylaws, paragraphs IV.A. and IV.B, the chair and the secretary "may serve up to three consecutive terms." The Committee discussed whether Michalk and Mitchell could continue serving in their respective positions as chair and secretary since they were both appointed initially in February 2023. The Committee decided that since the word "term" could mean two years because that was the length of time members were appointed to, since Council Members Sperl and Weier said that the Council could consider amending the bylaws if necessary, and since nobody else wanted to serve in either position, that Michalk and Mitchell should continue to serve for another year.

Spring Cleanup Day. The Committee decided that since the Committee would not meet again until March 17, it should decide when to hold a Spring Cleanup Day. The Committee unanimously decided that Saturday April 25 would be the day. The Committee thought this was an appropriate day considering it would be spring and it was the day after Arbor Day.

Next Meeting. March 17, 2026 The Committee will invite Mayor Jennifer Arsenault and city engineer Marcus Johnson to attend the March meeting.

Adjourn. 7:48

Respectfully submitted,

Alan Mitchell
Secretary