



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

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
MAY 19, 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. April 21, 2026 Meeting Minutes* (pages 2-5)

COMMITTEE BUSINESS - MEETING AGENDA

A. New Agenda Items

A. Discussion of Elm Beach Clean Water Plan* (Page 6)

B. Discussion and planning of 2026 Action Plan

A. Table 1 - Action Plan* (pages 7-8)

B. Table 2 - Budget Summary* (pages 9-10)

C. Table 3 - Ongoing Projects* (page 11-12)

C. 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 APRIL 21, 2026
MINUTES

The April 21, 2026, meeting of the Parks and Natural Resources Committee was called to order in city hall at 6:33 p.m.

Attendees: Committee Members Zachary Michalk, Mary Sue Simmons, Margaret Ford, and Alan Mitchell. Council Member Kathy Weier. Resident Barton Winter.

Agenda. Chair Michalk requested that the proposal by Barton Winter to make improvements to the hockey rink, which Winter had raised earlier in an email to the Committee, be added as a specific agenda item. The proposed agenda with the addition of the hockey rink item was approved.

Public Forum. Barton Winter described the work that he thought should be undertaken at the hockey rink. He first mentioned that two corner posts and 100 vertical boards and 19 flat boards should be replaced, and that should be the end of the need to replace boards. He said that two light fobs needed to be replaced. Winter then indicated that the center of the rink should be painted, and he estimated that cost of that to be around \$2000. He then added that he was looking into flattening the figure skating rink because it is two inches higher on one side. He concluded by saying that tree branches from several birch trees near the hockey rink had branches that were protruding above the rink and their tree trunks were starting to get in the way. He said he would like to see those trees removed and replaced with trees planted farther away from the rink.

Minutes. The draft March 17 Minutes were approved unanimously.

Hockey Rink. Michalk decided to finish discussion of the hockey rink issues since Winter already had raised the matter during the Public Forum. Michalk summarized the issues as follows:

- Boards
- Painting
- Flattening the figure skating rink
- Birch trees

Winter said he would prepare a proposal for the city to pay for painting the center of the hockey rink. In response to a question, Winter said he would investigate

what air temperatures were appropriate for painting. He said about the flattening that he was not proposing that a liner be installed, but he would get a bid for the installation of a liner. The Committee discussed whether it might be possible to use dirt from the Tighe-Schmitz Project to raise the one side of the rink. The Committee said that it would consider the request to trim the trees near the rink and possibly plant new ones farther away. When asked about the boards, Winter said that he would pay for the boards and complete the installation. **A motion was made and seconded to approve Winter's request that he install new boards at the hockey rink at his expense and that the City arrange and pay for painting the center of the hockey rink and investigate the possibility of trimming the trees and leveling the figure skating rink. The motion carried unanimously.**

Clean-Up Day. The following list summarizes the discussion the Committee had regarding preparation for Clean-Up Day.

- There is a lot of buckthorn in the community that needs to be removed. A puller will be available for use.
- There is moss developing on the tennis courts. The Committee discussed whether the tiles on the courts might be treated to resist moss or other vegetation from growing. Ford volunteered to check on what might be available and effective.
- The storage shed across the street from city hall needed to be cleaned out and material behind city hall needed to be disposed of and that a dumpster would be available for these unwanted materials.
- The Grotto Walkway had a ditch at the bottom that was filling up with debris and water and needed cleaning out.
- Weier reported that the City has hired a part-time summer maintenance person who would be available throughout the summer.
- Weier said that the City has hired a different mowing company from last year and this company uses no fertilizers or other chemicals.
- Weier said that a youth soccer team has rented Tighe-Schmitz Park for soccer practice from May to the middle of July.
- The city hall flower beds are an area that needs work.
- The Committee emphasized that volunteers need to sign waiver forms and that such forms should be made available on Saturday.

Action Plan. The Committee discussed the various projects that were identified in the Action Plan that was submitted by the Committee to the Council in December 2025 and was approved by the Council. A copy of the Action Plan approved in December was included with the Committee Agenda. During the discussion, the Committee identified a person to act as the Contact Person for each major project in the Action Plan and those individuals are identified in the Minutes when the project is discussed

Tighe-Schmitz Park. The Committee discussed that this work will begin in June or July. The city staff, particularly the city engineer, is the Contact Person for this project.

Elm Beach. Simmons described a meeting that was held at Elm Beach on March 30 to discuss the erosion problem on the beach. Attendees included Simmons, neighbors on both sides of the beach, and Lori Tella from the Washington Conservation District. Simmons reported that it was likely that a rain garden the length of Elm Beach would likely be necessary. She also added that when a nearby manhole cover was removed near the entrance to the beach, it was discovered that the sewer line had baffles. Weier said that the City has hired a company to televise some of the storm sewers at city expense. Simmons said that the private properties on both sides of the beach are at higher elevations and are draining runoff onto Elm Beach. The neighbors are supportive of the need to reduce runoff at Elm Beach and were advised that they could apply to the Rice Creek Watershed District for grants to help pay for improvements to their property. Tella advised that she would develop a “concept plan” for the project but that grant funding for this year was unlikely. The Committee agreed that controlling erosion on Elm Beach remained a high priority project. Simmons is the Contact Person.

Ash Beach. The Committee recognized that improvements were needed at Ash Beach to improve access and safety but no specific projects were identified. Ford volunteered to be the Contact Person for the Ash Beach project.

Polly’s Park. Weier stated that 101 dead trees have been identified in the Park, grant funding for this year is no longer available, and that the City might remove some trees at city expense.

Curt Feistner Memorial Park. The Committee discussed that it might not be practical to provide access to the beach but that some kind of viewing platform might be feasible. Weier reported that veterans organizations have no grant funding and there is no grant funding available for the City to apply for. In the

meantime, the City will maintain a flag and a sign in Wildwood Park recognizing Curt Feistner. Amy Hulett had earlier volunteered to take the lead on this project.

Birch Beach. The City will be responsible for ongoing maintenance of the beach and the rain garden. Sperl is the Contact Person.

HELP Grant for Habitat Improvement. The Committee recognized that no grant funding is presently available and this project will be on hold.

Lake Links Trail. The Committee discussed that this work will begin this summer and be completed this year or perhaps next spring.

Music in the Park. Mitchell reported that there are twelve Sundays of music this year, beginning June 7 and running through the last Sunday in August, and excluding the Fourth of July weekend. Mitchell is the Contact Person.

Dead Tree Selection. The Committee discussed the results of the process to select a dead tree the city was responsible that would be removed at city expense. The tree is on Birchwood Avenue just down from city hall. Michalk reported that there was an article in the White Bear Press about the process. Michalk is the Contact Person.

Special Revenue Fund. The Committee focused on how much money was anticipated to be spent from the Special Revenue Fund this year. The Committee identified the Tighe-Schmitz Project (\$7500), the Dead Tree Selection (\$2500), the Swim Buoy (\$250), and Music in the Park (\$3600).

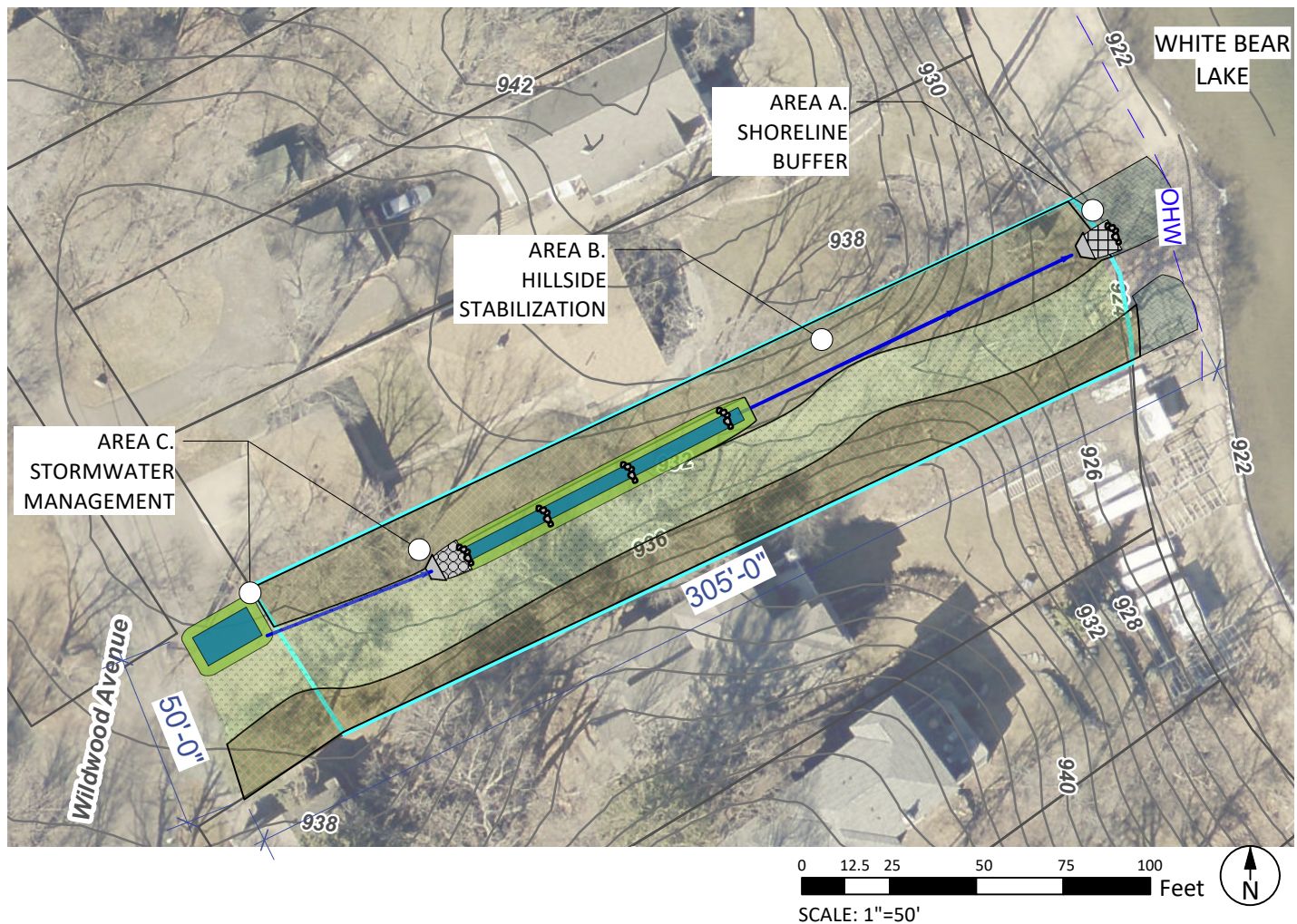
Action Plan Update. Michalk agreed to update the Action Plan with the best information we have at the moment. The update will identify the Contact Person for various other lower priority projects that were not discussed at this meeting and not identified in these Minutes.

Next Meeting. May 19, 2026

Adjourn. 8:03

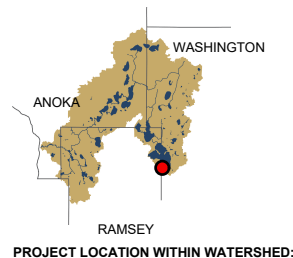
Respectfully submitted,

Alan Mitchell
Secretary



#	PROJECT COMPONENT	SIZE	ESTIMATE	POTENTIAL AWARD*	LANDOWNER/ MATCH
1	HILLSIDE STABILIZATION	8,000 SF	\$5,000	\$2,500 (50%)	\$2,500 (50%)
2	SHORELINE BUFFER	1,000 SF	\$5,000	\$2,500 (50%)	\$2,500 (50%)
3	VEGETATED SWALE W/ CHECK DAMS	100 LF	\$5,000	\$2,500 (50%)	\$2,500 (50%)
4	UPLAND STORMWATER BASIN	350 SF	\$4,000	\$2,000 (50%)	\$2,000 (50%)
5	ENERGY DISSIPATOR [CONCRETE BLOCK]	100 SF	\$1,000	\$500 (50%)	\$500 (50%)
			\$20,000	\$10,000 *	\$10,000 *
NOTE: *10,000 Max from RCWD per application, requires 50% match					

LEGEND	
	ENERGY DISSIPATOR
	BASIN
	HILLSIDE PLANTING
	PIPE FLOW PATH
	MAINTAINED PATH
	SHORELINE BUFFER



CONCEPTUAL DRAWING FOR REFERENCE USE ONLY

* DISCLAIMERS:

1. COST SHARE FUNDING UP TO 75%, CAPPED AT \$10,000 PER PROJECT
2. COSTS AND PERCENTAGES ARE ESTIMATES. FUNDING IS DEPENDENT ON APPROVAL BY THE RCWD BOARD OF SUPERVISORS



CLEAN WATER PLAN

PROPERTY OWNER:
Birchwood Village
ADDRESS:
285B Wildwood Avenue,
Birchwood Village, MN 55110

DATE: 05/11/26
CLEAN WATER PLAN PROVIDED BY:
RICE CREEK WATERSHED DISTRICT [RCWD] &
WASHINGTON CONSERVATION DISTRICT [WCD]



www.mnwc.org

Table 1: 2026 Parks Committee Action Plan

Item	Project	Description	Status (Last Updated April 2026)	Contact Person
Tier 1 – Priority Projects				
1.01	Tighe-Schmitz Water Management Projects	Various water control projects in and around Tighe-Schmitz Park	Construction scheduled to begin summer 2026.	City Staff
1.02	Elm Beach Erosion Control	Improve discharge area into White Bear Lake at Elm Beach	Planning in progress. Stakeholder meeting occurred in March 2026 to begin project and grant planning.	Mary Sue Simmons
1.03	Ash Beach Access and Safety	Improve the access area to Ash Beach	Scope to be developed.	Margaret Ford
1.04	Music in the Park	Summer concert series at hockey rink	Twelve Sunday evenings June – August.	Alan Mitchell
1.05	Birch Beach Rain Garden	Contractor required for proper cleanup of rain garden	Scheduled for this year.	City Staff
Tier 2 – Secondary Projects				
2.01	Improvements to Curt Feistner Memorial Preserve	Considering options at both the lake site and elsewhere in the city	No grant funding identified.	Amy Hulett
2.02	Hockey Rink Painting	Center portion of the rink requires painting	Barton Winter to develop cost proposal for committee to consider.	TBD
2.03	Lake Links Trail Amenities	Benches and exercise equipment along Lake Links bike trail, along with other non-park work on the bike trail	Committee input on specific locations for benches and other equipment may be requested.	Bridget Sperl
2.04	Landscaping at Lift Station	Plantings around the lift station on Wildwood Avenue – perhaps painting of facility	Kathy to see interest from local boy and girl scout troops.	Kathy Weier

Item	Project	Description	Status (Last Updated April 2026)	Contact Person
2.05	Village Hall Landscaping	Planting around Village Hall to improve aesthetics	Ongoing project.	Bridget Sperl
2.06	Swim Buoy at Kay Beach	Additional swim buoy for safety purposes	Spring/summer 2026.	Zach Michalk
2.07	Improvements at Tighe-Schmitz Pavilion	Replace grill and look into other pavilion upgrades	Replace grill in spring/summer 2026.	Zach Michalk
2.08	Upgrade playground equipment at Tighe-Schmitz Park and Bloomquist Park	Annual maintenance (Table 3) and possibility of acquiring new equipment	Ongoing every year. Mayor Arsenault and city staff are reviewing grant options.	City Staff
2.09	Additional rain gardens around playground at Tighe-Schmitz Park	More water control to minimize discharges to lake	Planning in progress.	Mary Sue Simmons
Tier 3 – Projects on Hold				
3.01	Polly's Park Runoff	Runoff from uphill flows into the park during rain storms.	On hold due to issues with grant.	TBD
3.02	Polly's Park – Large Tree Removal	Dead or diseased trees in the park need removal	On hold due to issues with grant.	TBD
3.03	Polly's Park – Small Tree Removal	Invasive and other species need removal	On hold due to issues with grant.	TBD

Table 2: 2026 Parks Committee Budget Summary

Item	Project	Total Estimated Cost	Special Revenue Fund	Grant Funding	City Funding	Contact Person
Tier 1 – Priority Projects						
1.01	Tighe-Schmitz Water Management Projects	\$82,500	\$7,500	\$75,000		City Staff
1.02	Elm Beach Erosion Control	\$8,000	\$800	\$7,200		Mary Sue Simmons
1.03	Ash Beach Access and Safety	\$3,000	\$300	\$2,700		Margaret Ford
1.04	Music in the Park	\$4,320	\$3,600		\$720	Alan Mitchell
1.05	Birch Beach Rain Garden	\$1,000			\$1,000	City Staff
1.06	Removal of Nominated Dead Tree	\$2,500	\$2,500			Zach Michalk
	<i>Subtotal</i>	<i>\$101,320</i>	<i>\$14,700</i>	<i>\$84,900</i>	<i>\$1,720</i>	
Tier 2 – Secondary Projects						
2.01	Improvements to Curt Feistner Memorial Preserve	\$1,000		\$1,000		Amy Hulett
2.02	Hockey Rink Painting	\$2,000	\$2,000			TBD
2.03	Lake Links Trail Amenities	\$2,000		\$2,000		Bridget Sperl
2.04	Landscaping at Lift Station	\$250			\$250	Kathy Weier
2.05	Village Hall Landscaping	\$0				Bridget Sperl
2.06	Swim Buoy at Kay Beach	\$250	\$250			Zach Michalk
2.07	Improvements at Tighe-Schmitz Pavilion	\$1,000	\$1,000			Zach Michalk
2.08	Upgrade playground equipment at Tighe-Schmitz Park and Bloomquist Park	\$500		\$500		City Staff

Item	Project	Total Estimated Cost	Special Revenue Fund	Grant Funding	City Funding	Contact Person
2.09	Additional rain gardens around playground at Tighe-Schmitz Park	\$2,000	\$2,000			Mary Sue Simmons
<i>Subtotal</i>		<i>\$9,000</i>	<i>\$5,250</i>	<i>\$3,500</i>	<i>\$250</i>	
Tier 3 – Projects on Hold						
3.01	Polly's Park Runoff	\$0				TBD
3.02	Polly's Park – Large Tree Removal	\$0				TBD
3.03	Polly's Park – Small Tree Removal	\$0				TBD
<i>Subtotal</i>		<i>\$0</i>				
Total		\$110,320	\$19,950	\$88,400	\$1,970	

Table 3: Parks Committee Ongoing Projects

Item	Project	Description	Status (as of April 2026)
Playground at Tighe-Schmitz Park			
1	Replace plastic around the steps of the jungle gym	Plastic showing signs of tearing with sharp edges	Not yet completed
2	Remove balance beam		Not yet completed
3	Replace rotten landscape timbers behind the swing set		Not yet completed
4	New chains and s-hooks for swing set	One swing should be lowered for smaller children	Not yet completed
5	New seat on digger toy		Not yet completed
6	Refill sand next to slide		Not yet completed
7	Sand and paint picnic tables	Evaluate all city picnic tables for sanding and painting	Not yet completed
8	Fill crack in concrete under pavilion		Not yet completed
9	Remove wood pile behind the pavilion		Completed
Other City Parks and Open Spaces			
1	Remove wood pile at Dellwood Beach		Not yet completed
2	Remove wood pile at Elm Beach		Not yet completed
3	Remove buckthorn and treat stumps at Elm Beach		Not yet completed
4	Remove buckthorn and treat stumps at Birch Beach		Not yet completed

Item	Project	Description	Status (as of April 2026)
5	Remove buckthorn pile at Jay Path		Completed