

City of Excelsior  
Hennepin County, Minnesota  
Minutes  
Parks and Recreation Commission  
Tuesday, March 11, 2025

1. CALL TO ORDER

Commissioners present: Chair Wolfe, Bolles, Schmidt, Sobiech  
Commissioners absent: Smith, Vogel

Also present: Public Works Director Amundsen, Parks Manager Quinn, Sheila McMillan, Dave Nelson, Councilmember Rob Tyler

2. AGENDA APPROVAL

Commissioner Bolles moved, Commissioner Sobiech seconded to approve the agenda. Carries 4/0.

3. APPROVAL OF MINUTES

a) Commissioner Bolles moved, Commissioner Sobiech seconded, to approve the minutes from the February 11, 2025 PNR Commission Meeting. Carries 4/0.

4. CITIZEN REPORTS OR COMMENTS

a) Councilmember Rob Tyler was in attendance as the City Council Liaison. Councilmember Tyler provided an update on the Council Liaison process and how Councilmembers would rotate quarterly and provide a line of communication between the Commission and Council. Councilmember Tyler provided an update on the Council work session where Commission Goals would be established and how the Council would be looking for input on project prioritization within The Commons. Commissioner Bolles asked a question about filling vacancies within the Commission and Councilmember Tyler provided an update.

5. NEW BUSINESS

a) Joint Meeting with Community for The Commons (C4C)  
Sheila McMillan and Dave Nelson from C4C were present at the meeting to provide insight into C4C and to receive questions from PNR. C4C is a 501(c)3 non-profit organization that was formed in 2015 that is dedicated to the long-term enhancement and improvement of the Excelsior Commons park. The park conservancy model is based off Central Park in New York and their conservancy was started to help manage and maintain the park. McMillan stated that the conservancy is a tried-and-true method of preserving historic parks. McMillan also stated that revenue generated by the park needs to go back to supporting the park so the Commons can be self sustainable. McMillan also provided an update on the history of the conservancy that started as 5 members and has grown to 13 members that work approximately 4-20 hours per week. McMillan provided an update on how the sales tax was implemented and how the master plan

was developed. McMillan stated that the funds they receive can only be spent on projects within The Commons and described the project advisory committee process for how projects are designed and implemented. The Commission and C4C discussed how smaller events such as movie nights could help to generate more funding for The Commons to raise money for maintenance. PNR and C4C also discussed how they could collaborate on future survey efforts to gain insight from residents and visitors. PNR and C4C also discussed collaboration at events such as sharing a booth to provide information to visitors.

6. UNFINISHED BUSINESS

a) Commons Use Policy

The PNR Commission discussed the Commons Use Policy which intends to implement certain criteria on how proposals for different uses in The Commons are evaluated. The Commission made some minor changes to the draft use policy. Staff stated that the draft Commons Use Policy would be placed on an upcoming agenda for review by the City Council.

b) 2025 Projects- Discussion Only

Continued to a future meeting.

7. MISCELLANEOUS/ COMMISSIONER COMMENTS

a) Recent City Council Action

No recent action discussed.

8. VERBAL REPORTS FOR DISCUSSION

a) Updates on Oak Savanna Project, Commons Ballfield and other Commons Project  
Parks Manager Quinn provided an update on the Arbor Day Celebration.

9. UPDATES/INFORMATION:

- a) Community Garden Plots and Garden Plot Committee; no action taken.
- b) Adopt-a-Seat, Adopt-a-Garden, and Adopt-a-Tree Programs; no action taken.
- c) Oak Hill Cemetery; no action taken
- d) Concerts in the Park/Bandshell Update/Concession Stand; no action taken.
- e) Excelsior Park Maintenance Log; no action taken.
- f) Discussion on Port Bell; no action taken.
- g) Studer Park; no action taken.
- h) Gazebo/Mitten Pond; no action taken.

10. MONTHLY FINANCIALS:
  - a) February 2025 Park Fund Report; no action taken.
  
11. ADJOURNMENT

Motion by Sobiech to adjourn, seconded by Bolles. Carries 4/0.

Respectfully submitted,  
Tim J. Amundsen