



Parks and Recreation Commission

Regular Meeting

Tuesday, September 15, 2026, 6:15 PM
106 Center Street

Members of the public may attend the meeting either in-person or by joining via Zoom either online or by telephone at:

<https://us02web.zoom.us/j/89912799080?pwd=SX6R7G9RHTwNMN3NO1wnYXwQZt8idq.1>

Meeting chat link

<https://us02web.zoom.us/jc/89912799080>

Meeting ID: 899 1279 9080

Passcode: 690646

AGENDA

1. Call to Order/Roll Call
 - A. Agenda Approval
2. Minutes of the Preceding Meeting(s)
 - A. Approve August 11, 2026 Parks and Recreation Commission Meeting Minutes
3. Citizen Reports or Comments
4. Unfinished Business
5. New Business
 - A. Dock Slip Waitlist Discussion
 - B. Memorial Bench - Bruce and Julie Carmichiel
 - C. Community Gardens Work Group
6. Communications and Reports
 - A. City Council and Park Project Update - Mini Master Plan/Playground Design and Excelsior Men's Garden Club Statuary
 - B. Oak Hill Cemetery Benches Discussion
 - C. Oak Hill Cemetery Historical Nomination Update
 - D. Studer Park Discussion

- E. 2026 Goals Review
- F. Upcoming Events -
Apple Days: September 18, 19, 20
Homecoming Parade: September 25
- G. August Financials
- 7. Miscellaneous/Commissioner's Comments
- 8. Adjournment

City of Excelsior
Parks and Recreation Commission Meeting

MINUTES

Tuesday, August 11, 2026

106 Center Street, Excelsior, MN 55331 – Entrance located on Center Street
6:15 P.M.

1. CALL TO ORDER

Chair Sobiech called the August 11, Parks and Recreation Commission meeting to order at 6:16 P.M.

Present: Chair Sobiech, Vice Chair Wolfe, and Commissioners, Baker, Bolles, Nachtigal, Radziej and Schmidt

Absent: None

Also present: Mayor Ringate and Parks Manager Quinn

a. AGENDA APPROVAL

a) August 11, 2026 Parks and Recreation Commission Agenda

Baker moved, Bolles seconded to approve the August 11, 2026, Parks and Recreation Commission meeting agenda. Motion carried 6/0.

b) Oath of new Parks and Recreation Commissioner Ann Nachtigal

Mayor Ringate swore in Ann Nachtigal as a Parks and Recreation Commissioner

2. APPROVAL OF MINUTES

a) July 14, 2026 Parks and Recreation Commission Meeting Minutes

Wolfe moved, Baker seconded to approve the July 14, 2026, Parks and Recreation Commission meeting minutes. Motion carried 7/0.

3. CITIZEN REPORTS OR COMMENTS

Mayor Ringate discussed his appreciation for progress in The Commons and the upcoming Rotary concert series contract negotiations. The Parks and Recreation (PNR) Commission and Mayor Ringate discussed the mini master plan and playground design. Mayor Ringate discussed downtown development updates.

4. UNFINISHED BUSINESS

None

5. COMMUNICATIONS AND REPORTS

(a) City Council and Park Project Updates – Mini Master Plan and Playground Design

Manager Quinn discussed that the Mini Master Plan will be getting reviewed by City Council at their next upcoming meeting.

(b) Upcoming Events – Rotary Concerts: 8/12, 8/19, 8/26. Cinema in The Commons
8/15 & 8/29

The Commission discussed the upcoming Rotary Concerts and Cinema in The Commons showings. Commissioner Baker discussed the water quality at Studer Pond.

(c) July Financials

No comments.

6. Miscellaneous/Commissioner's Comments

The PNR Commission discussed their plan for The Commons walkthrough.

7. New Business

(a) The Commons Walkthrough
135 Lake Steet, Excelsior

During The Commons Walkthrough, the PNR Commission discussed numerous topics including following:

- Oak Savanna Woodland sign location
- Upper plaza memorial bench locations and limiting to three total benches for this area
- Utility boxes being wrapped with historic images of Excelsior
- Ideas for how to better conceal the electrical boxes along the Lake St sidewalk
- Statuary locations in the Port or Excelsior
- A possible water feature installation at Arey Garden

8. Adjournment

The Parks and Recreation Commission adjourned at Arey Garden at 8:05PM

Respectfully submitted,
Kevin Quinn, Parks Manager



Item: 5.A.

ITEM REPORT

To: Parks and Recreation Commission
From: Hilary Vokovan, City Clerk
Meeting Date: September 15, 2026
Department/Office: Administration
Item Name: Dock Slip Waitlist Discussion

Summary:

Staff is seeking a discussion from the Parks and Recreation Commission regarding a possible residential dock waitlist annual renewal process and waitlist fee.

Currently, the Mooring Policy approved in December, 2022, allows residents to apply and be placed on the City dock waitlist at any time. Staff is proposing we align the dock waitlist with dock renewals to be from January 1 – February 28 of each year. This would help with processing waitlist requests, create a habit for waitlist applicants for future dock renewal and expedite dock vacancies throughout the year.

Additionally, Staff is recommending a \$20 annual waitlist fee. The profits from the waitlist fee would supplement the Municipal Dock Funds. Staff has researched local cities that currently enact a waitlist fee and the feedback has been positive. Those cities have experienced a more streamlined process for applicants who are interested in the residential dock programs.

Recommended Action:

Staff is recommending an annual dock waitlist annual renewal process and waitlist fee of \$20. If the annual renewal process and or fee is approved by the Parks and Recreation Commission, Staff will present for formal approval at a future City Council meeting.

Budget:

Attachments:

None

ITEM REPORT

To: Parks and Recreation Commission

From: Kevin Quinn, Parks Manager

Meeting Date: September 15, 2026

Department/Office: Administration

Item Name: Memorial Bench - Bruce and Julie Carmichiel

Summary:

Roy Quaintance would like to donate for a memorial bench at The Commons ballfield in honor of Bruce and Julie Carmichiel.

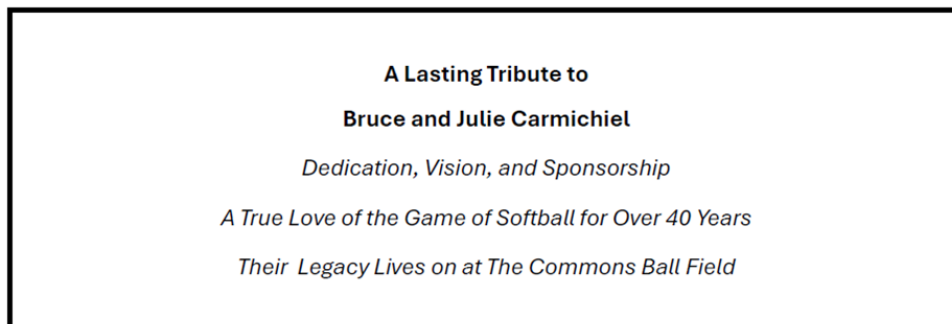
Roy provided the following details about the Carmichiels:

“Bruce Carmichiel, as a dedicated softball promoter and league organizer, was inducted by the Minnesota Softball Federation Hall of Fame in 1994 alongside a distinguished group of players, managers, and sponsors who built the region's strong amateur softball culture.

And where Bruce was, Julie, his “bride”, was never far away. She organized tournament schedules, kept game stats, gave first aid to injuries, and was the official team's photographer.

They were together a force that provided decades of joy to softball players and their families- memories that live on today in those children now grown with their own who visit the Commons Ball Field today!”

The plaque would read:





The proposed location is along the top of the ballfield seating.

Recommended Action:

Approve memorial bench donation for Bruce and Julie Carmichiel.

Budget:

Attachments:

None

ITEM REPORT

To: Parks and Recreation Commission
From: Kevin Quinn, Parks Manager
Meeting Date: September 15, 2026
Department/Office: Administration
Item Name: Community Gardens Work Group

Summary:

At the March 16th 2026 City Council meeting, City Council approved the Parks and Recreation (PNR) Commission's recommendations for an updated Community Garden plot rental application and was in support of forming a community garden work group.

The intent of this work group would be to collaboratively work through the more detailed concerns of the community gardens.

Some initial work group goals could consist of:

- Develop a system for the day-to-day maintenance of the garden grounds to be managed by plot renters
- Designate Community Garden leaders to help resolve issues, share resources, and enforce garden rules
- Develop partnerships with organizations within the community to help maintain or manage the garden or to help with produce utilization

The PNR Commission recommended forming a work group which consists of:

Anne Vogel – City Council

Tom Wolfe – Parks and Recreation Commission Vice Chair

Community Gardener – person to be determined

Community Gardener – person to be determined

Tim Amundsen – Public Works Director

Kevin Quinn – Parks and Natural Resources Manager

Recommended Action:

Discuss next steps for forming the work group and potential improvements and goals the work group could focus on. Discuss how to choose which interested Community Gardeners will be in the work group.

Budget:**Attachments:**

None

**City of Excelsior
Park Capital Improvement Fund
8/31/2026**

	<u>2026 Budget</u>	<u>AUGUST Actual</u>	<u>2026 YTD Actual</u>	
PARK IMPROVEMENT FUND				
Park Improvements				
Revenue				
Interest Earnings			-	
County Grants	30,000		20,596	
				Donation for Baseball
Contributions and Donations	40,000		110,655	Field
Charitable Gambling - Designated Donations	22,000	1,226	24,946	
Park Dedication Fees				
Miscellaneous (Winter Storage)	30,662		22,410	
Transfers From Other Funds	-		-	
	<u>122,662</u>	<u>1,226</u>	<u>178,607</u>	
Expenditures				
Professional Services	10,000		1,129	
Engineering Fees	10,000	2,311	114,179	
Other Equipment	67,000		11,718	
Charitable Gambling Expenditures - C4C				
Improvements Other Than Bldgs	340,000	9,360	34,240	
Improvements - Playground Equip				
Improvements - Charitable Gambling				
Transfers To Other Funds	30,000	30,000	30,000	
	<u>457,000</u>	<u>41,671</u>	<u>191,265</u>	
Net Change in Fund Balances	<u>(334,338)</u>	<u>(40,445)</u>	<u>(12,658)</u>	
Cash Balances				
Cash Balance -08/31/26			758,001	
Designated for Playground Equipment			3,926	
Committed for Commons Master Plan - Charitable Gambling Projects*			138,752	
Committed for Commons Master Plan			-	
Balance Available for Park Projects			615,323	
Fund Balance			<u>758,001</u>	