



AGENDA

1. CONVENE PARK COMMISSION MEETING

A. Roll Call

Commissioner Hirner

Commissioner Garske

Commissioner Bahneman

Commissioner Sylvester

Commissioner Stern

B. Review Agenda

2. APPROVAL OF MINUTES

A. April 28, 2026 Park Commission Meeting Minutes

3. MATTERS FROM THE FLOOR

This is an opportunity for members of the public to bring an item, that is not on tonight's agenda but related to the governance of the City of Shorewood, to the attention of the Commission. In providing this limited public forum, the City of Shorewood expects respectful participation. We encourage all speakers to be courteous in their language and behavior, and to confine their remarks to those facts that are relevant to the question or matter under discussion. Please make your comments from the podium and identify yourself by your first and last name and your address for the record. Please limit your comments to five minutes. No discussion or action will be taken by the Commission on this matter. The Commission may request the issue be forwarded to the City Council or to staff to prepare a report and place it on the next agenda.

4. GENERAL BUSINESS

A. Park Commission City Council Report Assignments

B. Cathcart Tennis Court Resurfacing

C. Off-Leash Dog Area Pilot Program

D. Memorial Bench, Sponsorships, and Donations Program

5. REPORTS/UPDATES

A. City Council

B. Staff

i. Parks Unplugged Event Reminder

ii. SCEC Task Force Update

C. Commission

6. ADJOURN



Park Commission Item 2.A.

Title/Subject: April 28, 2026 Park Commission Meeting Minutes

Meeting Date: May 19, 2026

Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. 04.28.2026 Park Commission Meeting Minutes

Background

Action Requested

A motion to approve the April 28, 2026 Park Commission Meeting Minutes.

Simple majority vote is required.

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Hirner convened the meeting at 7:00 p.m.

A. Roll Call

Present: Chair Hirner, Commissioners Garske, Stern, and Sylvester; Park and Recreation Director Czech

Absent: Commissioner Bahneman

B. Review Agenda

Garske moved to approve the agenda as written. Sylvester seconded the motion. Motion carried 4-0.

2. APPROVAL OF MINUTES

A. March 24, 2026 Park Commission Meeting Minutes

Garske moved to approve the minutes of the March 24, 2026, meeting as written. Sylvester seconded the motion. Motion carried 4-0.

3. MATTERS FROM THE FLOOR

There were none.

Park and Recreation Director Czech welcomed Commissioner Kim Stern to the Commission. He noted that Commissioner Stern is a long-time Shorewood resident and asked him to share why he joined the Parks Commission. Commissioner Stern shared that he grew up in Shorewood and used to ride a dirt bike at Freeman Park until a park was built there. He noted that his children and grandchildren have played baseball and soccer at Freeman Park. He added that he has been with the Excelsior Fire Department for 51 years and is looking to retire soon, finding something to fill his time and give back to the community.

4. GENERAL BUSINESS

A. Park Commissioner Handbook Review

Park and Recreation Director Czech noted that there would be an annual review of the Handbook and asked if there were any suggestions or questions for this year.

Commissioner Sylvester stated that this year she skimmed the document and did not find anything that jumped out at her. Mr. Czech shared that there was some rearranging based on last year's feedback.

Chair Hirner pointed out on page nine of the Handbook, which discusses the trails, that the referenced Trail Plan Implementation Report is from 2011, and the Commission should look into getting it updated. He noted that page 13 of the Handbook discusses meeting agendas, minutes, and documents, which are mostly available on the website. The website reference should be included in the Handbook. He added that it goes for anything in the Handbook, such as the Park Master Plan; there should be a link or a website reference. He mentioned that there is a lot of reference to the City Code, which was not there when he started, so it is good to have all of that in one place.

Commissioner Sylvester asked whether the shared space created for the Commission was also included in the Handbook. Mr. Czech noted that it was not yet included, but a reference or link should be added to the Handbook as well.

Commissioner Garske noted that the Handbook was a lot. He shared that he was looking for ways to cut it down a little without compromising quality. There is nothing that adds no value, so that is a positive thing. He suggested removing the community feedback from the Parks Master Plan or the sample minutes from the Handbook, because with all the pages, people may be less likely to read. Mr. Czech pointed out that veteran Commissioners should not have to read the whole Handbook, but the document is there for the onboarding process.

Chair Hirner asked how a document of this size would compare to other cities. Mr. Czech shared that some cities have nothing, something very brief, or similar to this document. He added that, from a Staff perspective, more is better for orientation. If someone who has never been involved before gets involved, many of the items in the Handbook are great references. He stated that as things evolve, more technology can be put into it. Chair Hirner noted that it is possible to download the document, put it into ChatGPT, and ask it to summarize it, which will then give a good running start. He pointed out that the Handbook is long because it includes two large documents. He added that Commissioner Stern's perspective will also be helpful. Chair Hirner asked if the Handbook would be approved at a future meeting. Mr. Czech shared that no approvals are needed, as it was approved last year; the Commission is just updating as things go along. The Handbook and Commission Bylaws will be updated annually.

Commissioner Garske asked whether the Handbook included anything on the meeting process or how votes are taken. Mr. Czech noted that the Appendix contains a rules-of-order sheet outlining the meeting.

Commissioner Sylvester asked about filling in the Council Liaison on page six. Chair Hirner shared that it can be done at the end of the meeting. He added that if there are standard topics discussed in a specific month each year, they should be included in the Handbook. Commissioner Garske agreed and noted that the work plan is also in the Handbook.

B. Spring Parks Unplugged Review

Park and Recreation Director Czech reviewed the Spring Parks Unplugged as found in the Agenda Packet.

Commissioner Stern noted that the flyer for the Parks Unplugged On the Road states May 28. Mr. Czech shared that the date was changed yesterday, so the flyer will need to be updated to May 27.

Chair Hirner asked whether there might be an opportunity to learn about any available sports through the sports groups in the parks. The event would be directed at the little kids. Mr. Czech called it a sports demo day, with each association having a station. He added that it is a great idea. Chair Hirner suggested a "learn to ride a bike" or "how to fix your bike" day; Erik's Bike Shop might be willing to host it. Commissioner Garske noted liking both the upcoming events. He asked about the Freeman Park tree-planting and whether saplings could be handed out to take home and plant. Mr. Czech noted that the saplings would have to be donated; the purchasing policy does not allow for buying and handing out. He shared that it would be a great idea. Chair Hirner shared that the Arboretum may have things to donate. Commissioner Garske asked if the Camp Fire Minnesota event has a capacity. Mr. Czech shared that this is why the dates were switched: staffing will be more adequate on May 27, and Camp Fire Minnesota is ready to go with any number of attendees. He invited the Commissioners to attend. Commissioner Garske asked if help was needed for the setup. Mr. Czech stated that it was not needed; the Commission could attend.

C. 2026 Movie in the Park

Park and Recreation Director Czech gave an update on the 2026 Movie in the Park as found in the Agenda Packet.

Chair Hirner pointed out that the list included many great movies. How to Train Your Dragon was good, but maybe not for the younger kids. Commissioner Sylvester shared that the movie was a remake of the original. Chair Hirner noted that he had seen it and that Hoppers was a good movie for all ages. The Minecraft movie is for the older kids. Commissioner Garske shared that both his five-year-old son and eight-year-old daughter love The Minecraft Movie. All of the movies are good picks. Chair Hirner stated that the movies are fairly new, which is fabulous. Commissioner Garske noted that the Super Mario movie has not yet been released. Mr. Czech stated that a few of the movies are not available until August, so that they will be fresh. He added that there is usually a theme to the activities as well, so if any of the movies align with that nicely, that would be helpful. Commissioner Sylvester shared that she had not seen any of the movies but picked four from a variety of genres and explained how the movies could be made fun of. She picked Super Mario, Zootopia 2, Smurfs, and How to Train Your Dragon to have a variety. Commissioner Stern mentioned that he picked the same four because they sounded likely to appeal to many people. Commissioner Garske stated putting Minecraft on the list because it is super popular. He suggested swapping it out of the list. Commissioner Sylvester suggested for How to Train Your Dragon.

Garske moved to select Super Mario Galaxy, Zootopia 2, Smurfs, and A Minecraft Movie as the selected movies for community voting for the 2026 Movie in the Park. Sylvester seconded the motion. Motion carried 4-0.

D. SCEC Facility Analysis Update

Park and Recreation Director Czech presented on the SCEC Facility Analysis Update as found in the Agenda Packet.

Chair Hirner stated that he is surprised that it is only a four-month effort, given the many years of discussion that remain unresolved. Commissioner Garske shared that he is happy action is being taken, as it has been a pain point for years. Mr. Czech explained that, looking back at the

history of conversations, they seem very similar to now, with the goal of the SCEC getting more use and breaking even. So, getting expert insight will be really valuable to finding solutions.

5. REPORTS / UPDATES

A. City Council

Park and Recreation Director Czech gave a brief overview of recent Council discussion and actions.

Commissioner Garske asked whether the Youth Commissioner's age, 16 to 18, was at the time of appointment. Mr. Czech noted that being correct. Commissioner Garske shared that he knows someone on the Waconia planning commission who has alternates, so that may be a good contact point. Mr. Czech shared that many planning commissions have alternates, but few park commissions do. He added that it makes sense because the impact of the parks commission may not be as great in the grand scheme of things as that of the planning commission.

Chair Hirner shared that, after talking with the high school, this will need to be done soon because many students need to get volunteer hours in. There could be students who would want to get in hours over the summer. Mr. Czech stated that a flyer was being prepared and sent to the volunteer coordinator at the high school and to the Vantage Program. The intent is to get the information out in the next week. Commissioner Sylvester mentioned that the Handbook stated the Youth Commissioner would be 14 to 18, so that will need to be updated to 16 to 18. Mr. Czech shared that he would get all of that adjusted.

Mr. Czech continued to give an overview of the recent Council discussion and actions.

B. Staff

Mr. Czech shared that the Adopt a Garden Program, which maintains certain areas in the City, is seeking a few more volunteers to help weed and keep the plants looking nice. There are still plots available at the community gardens at South Shore Park. Chair Hirner asked if doubles were done for those wanting two plots. Mr. Czech noted that it had been done, and the Staff is tracking plans at South Shore to ensure the plots are maintained. If the plots are not being filled, that can create a burden for both the Staff and the other gardeners. Commissioner Sylvester asked how much it cost to have a spot in the garden. Commissioner Stern shared that the charge is \$30, and a \$35 deposit, and if the plot is not cleaned at the end of the season, then the deposit is not returned. Chair Hirner assumed that the remaining spots are the really shady ones. Commissioner Stern shared that his garden is at Freeman in a shady spot, and he had a great garden last year. Chair Hirner shared that, in considering a potential move of the plots at South Shore, some people have put a lot of work into their plots, and if moved, those people would have to start over.

Commissioner Stern asked whether anyone was interested in getting involved in the Adopt a Garden Program and where they should go. Mr. Czech shared that they can call or email the Parks and Rec Department.

Mr. Czech shared that there would be a controlled burn at Gideon Glen sometime soon, when conditions are favorable, and that the Watershed Department would conduct it. The burn helps

to manage invasive species. He added that the Staff has been securing quotes for the Cathcart tennis court resurfacing project. While companies were out there, they were asked to provide a basketball court as well, if the two were to be packaged. The basketball court is on the list to be completely redone in two years, but the question is whether resurfacing it would extend its lifespan. He added that it would be on the Agenda for next month to review the quotes and develop a plan.

Chair Hirner asked whether the inclusion of the Freeman North playground on the list of projects for next year meant the work would be completed then. Mr. Czech shared that the intent is for much of the work to be completed this year so that the playground will be complete next year. Chair Hirner stated that there needs to be enough time on the agenda to discuss what is being installed in the playground, especially with the thought of saving money.

i. Vegetative Management Plan Update

Mr. Czech shared that the Council did approve a Vegetative Management Plan. He shared that the Public Works Director put a lot of time and effort into the Plan. He noted that a request for proposals was issued to develop a plan for the City, but the proposals were extensive and did not align with the goals or budget. The project was then taken on internally. He explained that the Plan addresses all parks, natural areas, the right-of-way, stormwater facilities, and any land that the City maintains. The Plan outlines what the City does and how it is done, and provides a tracking mechanism throughout. He stated that since the Plan relates to the City Parks, there is no change in park management. He added that the Council was eager to see the Plan, so the draft could not go before the Commission first.

C. Commission

Commissioner Sylvester asked about the Cathcart hockey rink boards getting painted and the dog park. Mr. Czech stated that he reached out to a painting company that has supplied paint in the past to see whether that could be done again, and the company is checking on it. He added that he connected with the church by the park, and they are interested in volunteering, which could be a potential partnership. Now that it is nice, he is going to visit other cities that use hockey rinks as dog parks to gather ideas to bring back to the Commission. Chair Hirner stated that if enough help is available, some other things at Cathcart could be fixed at the same time.

7. ADJOURN

Garske moved to adjourn the Park Commission Meeting of April 28, 2026, at 8:05 p.m. Sylvester seconded the motion. Motion carried 4-0.



Park Commission Item 4.A.

Title/Subject: Park Commission City Council Report Assignments

Meeting Date: May 19, 2026

Prepared By: Mitchell Czech, Park/Rec Director

Attachments

Background

As part of the Park Commission Bylaws, the Commission shall designate one Commissioner to attend meetings of the City Council following a Commission meeting to provide a report. The Park Commission will designate a Commissioner to report at the following meetings in 2026:

Park Commission Date	City Council Report Date	Commissioner
April 28 & May 19, 2026	June 8, 2026	
July 28, 2026	August 10, 2026	
August 25, 2026	September 14, 2026	
September 22, 2026	October 12, 2026	
October 27, 2026	November 9, 2026	
November 24, 2026 (if needed)	December 14, 2026	
December 8, 2026	January 11, 2027	

Action Requested

A motion to approve the Commissioner reporting schedule.

Simple majority vote is required.



Park Commission Item 4.B.

Title/Subject: Cathcart Tennis Court Resurfacing
Meeting Date: May 19, 2026
Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. Pro Track Proposal
2. ATE Recreation Proposal
3. C & H Sport Surfaces, INC Proposal

Background

On February 23, 2026 the City Council approved a Park System Master Plan. The approved plan includes a Capital Improvement Plan (CIP) for the next 10 years to address capital needs throughout the park system based on need, condition, and community feedback. The 2026 Parks CIP allocates \$18,000 for resurfacing the tennis court located at Cathcart Park, along with replacement of the sign at the court.

Staff requested quotes from seven different contractors that specialize in tennis court resurfacing and construction. A total of three quotes were received for the project. The quotes that were received are attached to this memo.

The Parks CIP includes \$50,000 in 2028 for full replacement of the basketball court at Cathcart Park. While contractors were on site to provide a quote for the tennis court resurfacing, staff also requested feedback on the condition of the basketball court and if a full replacement was needed, or if a resurface would suffice. Contractors provided a quote for resurfacing the basketball court as an alternative option within their proposal. Adding a resurfacing of the basketball court to the project in 2026 would greatly exceed the current budgeted CIP.

Staff received mixed feedback from contractors on the current condition of the tennis court. A summary of the feedback is included below.

- **Pro Track and Tennis, INC (\$25,700.00):** If the City goal is a completely perfect and level court, then full reconstruction with new asphalt or concrete would be the best long-term solution. That is really the only way to guarantee full planarity and eliminate all low spots. Pro Track and Tennis has repaired courts in much worse condition than Cathcart Park with very good results. During resurfacing, the low areas are improved and provide noticeably better playability. An option for a crack repair system is also available for \$26,800. If the City were to move forward with the crack repair system, there is a 5-year warranty on threaded cracks (does not apply to new cracks that may appear). Overall, the belief is that both courts still have life left in them. If the City is looking for a more budget-conscious option that will improve playability and extend the lifespan another 7-10 years, resurfacing and color coating would be a solid option. If perfection and full planarity are the priority, a full reconstruction would be the

recommended route.

- **ATE Recreation (\$15,896.60):** The number of low spots on the tennis court indicates the court is not dispersing the water correctly, which suggests a subgrade or drainage issue that will need to be addressed during court reconstruction. The existing cracks and low spots are not severe yet, and resurfacing now would fill them. Low spots and cracks will reappear within one to two years. An annual inspection with a follow-up crack filling service is recommended. If courts are resurfaced this year, ATE will conduct a free annual inspection next year and send a proposal if there are cracks to be filled. Recommended to begin fiscal planning for a court reconstruction in 5–7 years. The typical cost for an entire court reconstruction is about \$150k–\$200k. The City can contribute to the court's upkeep by keeping water, dirt, and debris off the court monthly. Having the neighborhood utilize a water remover has been effective in other communities.
- **C & H Sport Surfaces, INC (\$11,995.00):** Does not recommend resurfacing either the tennis court or basketball court. Recommended that the asphalt should be torn out, replaced, and colored for a safer and longer lasting playing surface. A quote to resurface was provided but **does not include patching of the low areas** that hold water.

The Park Commission is scheduled to conduct park tours for the June Park Commission Meeting. With the varying assessments of the courts, an option for the Commission would be to assess the court conditions during the tour and evaluate how to proceed.

Action Requested

The Commission has two options for moving forward with this project, and a motion for each option is provided below.

Option 1: Move forward with one of the quotes and recommend approval to the City Council. Staff would recommend moving forward with the quote provided by ATE Recreation for the amount of \$15,894.60.

- A motion to recommend approval of the quote from ATE Recreation in the amount of \$15,894.60 to the City Council for the resurfacing of the Cathcart Park Tennis Court.

Option 2: Postpone moving forward with the project until the Commission conducts a site visit during the scheduled park tours on June 23, 2026. Provided quotes may change after expiration, but the project could likely still be completed in the fall of 2026.

- A motion to postpone a decision on the Cathcart Park Tennis Court until a site assessment is conducted by the Commission during the park tours on June 23, 2026.

PROJECT PROPOSAL

Cathcart Park Project
Shorewood, MN



PROPOSED SYSTEM

OPTION #1: COLOR COAT TENNIS COURT

Install NOVA Sports Color Coating System to one (1) tennis court. Areas needed will be patched and cracks filled.

Note: No guarantee that all negative drainage/low lying areas can be eliminated.

OPTION #2: CRACK REPAIR SYSTEM

Install 1,340 LF of Crack Repair System with a 5-year warranty.

OPTION #3: PICKELBALL GAME LINES

Stripe pickleball game lines. Per Court Striped.

OPTION #4: COLOR COAT BASKETBALL COURT

Install NOVA Sports Color Coating System to one (1) basketball court. Areas needed will be patched and cracks filled.

Note: No guarantee that all negative drainage/low lying areas can be eliminated.

OPTION #5: CRACK REPAIR SYSTEM

Install 494 LF of Crack Repair System with a 5-year warranty.



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2 | Page



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PART 1: GENERAL

- Pro Track and Tennis, Inc. ("PTT") shall furnish all labor, materials, tools, and equipment necessary for the installation of the sport surfacing system.
- Game lines will be laid out in accordance with the United States Tennis Association (USTA) regulations.

Governing Bodies

Codes and standards shall follow the current guidelines set forth by the United States Tennis Association (USTA) and the American Sports Builders Association (ASBA). The USTA governs the specifications and layout for tennis and pickleball lines. The ASBA, a professional organization dedicated to promoting excellence in sports facility construction, provides industry-recognized construction standards for court building and resurfacing. All construction and surfacing shall adhere to these governing documents.

Submittals

PTT shall provide the following upon request:

1. Manufacturer's product specification sheet
2. One surface color sample
3. MSDS for each product used
4. Certificate verifying ASBA membership in good standing

Concealed Conditions

The Owner represents that the underlying court surface and related areas are suitable for resurfacing. If concealed or unknown conditions are encountered that differ materially from those normally expected, PTT will



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3 | Page



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notify the Owner, and any additional work needed will be handled through mutual agreement and a change order.

PART 2: OWNER'S PRECONSTRUCTION RESPONSIBILITIES

2.01 Apparatus Removal

- All athletic and site equipment must be removed or relocated out of the work zone. This includes but is not limited to nets, benches, bleachers, divider nets, and any other movable objects.

2.02 Groundskeeping

- Vegetation must be treated—all edges of surface areas, including cracks, must be sprayed with an appropriate weed killer. Repeat as necessary to eliminate regrowth.
- Drainage issues should be resolved before work begins. This includes eliminating areas where water and dirt accumulate after rainfall.
- Caked dirt or debris must be removed thoroughly. Any areas with built-up grime may take days to dry properly before coating can begin.
- Sprinklers must be shut off at least four (4) days prior to arrival. Water should not spray on the court during the entire renovation process. Wind drift of irrigation should be accounted for.
- Grass surrounding the court must be mowed prior to PTT's arrival to reduce airborne debris during the coating process.
- Absolutely no fertilizer is to be used near the court prior to resurfacing. Fertilizer can cause staining, discoloration, and chemical damage to acrylic coatings. Even trace amounts can lead to



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4 | Page



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permanent surface blemishes. The use of fertilizer in adjacent areas will void sections of warranty.

- A water source must be available within 100 feet of the work area.

2.03 Security

- The Owner is solely responsible for securing the work area during the installation period.
- PTT strongly recommends notifying all staff and users of the facility—including gym classes, athletic teams, maintenance personnel, and the community—of the project timeline.
- Signage must be placed around the perimeter warning that the court is closed during renovation.
- All gates that are not required for contractor access should be locked.
- PTT shall not be held responsible for any damage caused by unauthorized entry or use of the court during the project. Trespassing during installation can permanently damage work in progress.

2.04 Permitting and Licensing

- Secure any necessary licenses, permits, approvals or other required authorizations for the design, construction and certification of the Project.

PART 3: PRODUCTS

3.01 Color Coating Application



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5 | Page



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- The acrylic color coating system shall be the NOVA Sports 100% acrylic coating system designed specifically for asphalt and concrete sport court applications.
- Silica sand shall be added to the coatings for the desired speed of play.
- Unless otherwise specified by the Owner, speed of play shall be "medium."

3.02 System Components

- **Vegetation Sterilant** – Roundup or equivalent to control vegetation in cracks and edges.
- **Crack Sealers** – NOVA Sports Crack Flex and acrylic patch binder, determined by lead technician based on crack type, surface temperature, and weather.
- **Patch Binder** – Acrylic patch binder for birdbaths, surface irregularities, and large thermo/structural cracks.
- **Primer** – NOVA concrete primer for any bare or newly poured concrete.
- **Acrylic Resurfacer** – NOVA acrylic resurfacer to level and unify surface before top coats.
- **Color Coating** – 100% acrylic NOVA color coating diluted with potable water and silica sand added.
- **Line Sharp** – Clear sealant applied to tape edges before line striping to prevent bleed-through.
- **Line Paint** – Textured 100% latex paint for all game lines.



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6 | Page



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3.03 Materials

- All materials provided by PTT will substantially conform to materials stated herein. Notwithstanding the foregoing, products and materials may be substituted for equivalent products, as determined by PTT in its sole discretion.

PART 4: SYSTEM INSTALLATION PROCESS

4.01 Quality Assurance

- The Owner must designate a single point of contact for all communication throughout the project.
- A pre-construction meeting will be held on-site between the Owner's representative and the PTT lead technician. The full scope of work will be reviewed, and a production sheet must be signed by the Owner to confirm the meeting.
- Daily progress reports will be provided by the lead technician.
- A post-construction walk-through will be completed before demobilization. A final production sheet will be signed to verify project acceptance and allow the Owner to evaluate PTT's performance.

4.02 Vegetation and Cleaning

- Vegetation trimmed as necessary around court perimeter.
- Entire surface will be blown off using industrial high-pressure blowers.
- Areas needing further prep will be scrubbed with wire brushes.



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7 | Page



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- Power washing performed with 4000 psi rotary surface cleaner to clean and scarify for optimal mechanical bonding.

4.03 Crack Sealing

- Cracks will be thoroughly cleaned with compressed air and water.
- Major cracks filled using a combination of sealers and patch binder.
- **Note:** Cracks are not guaranteed to remain closed. Only the Crack Repair System carries a warranty against crack reflection.

4.04 Low Spot Repair

- Birdbaths and irregularities will be filled with patch binder mix.
- Patched areas will be sanded for uniformity.
- **Note:** Not all low spots can be eliminated. Negative drainage and planarity issues are not corrected by this system.

4.05 Acrylic Resurfacer and Color Coating

- One coat of acrylic resurfacer with silica sand applied over the entire surface.
- Two coats of fortified acrylic color coating applied perpendicular to each other.
- Colors selected from available NOVA palette.
- Fortified mixture applied to high-traffic or water-prone areas.

4.06 Line Striping and Final Prep

- Game lines will be laid out using USTA specifications.
- Line sharp applied before painting to ensure clean lines.



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8 | Page



ref.0035c

- Courts will be left “play ready.”
- All job-related debris removed. Excess materials taken off-site and recycled.

PART 5: WARRANTY

Limited Warranty Coverage

Pro Track and Tennis, Inc. ("PTT") warrants its labor and materials for a period of two (2) years from the date of completion. Any installed crack repair system (i.e. Armor or Riteway) includes a five (5) year warranty.

All work is warranted against peeling, chipping, and flaking under normal use for a period of two (2) years. Paint used for striping is warranted for two (2) years from the application date.

In the event of any claims arising under this Warranty, damages incurred by the customer shall be limited to such repairs to be performed by Pro Track and Tennis, Inc. as are necessary to remedy any defects.

Warranty Exclusions

This warranty excludes:

- Pre-existing substrate cracks, patches, or unevenness.



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9 | Page



ref.0035c

- Reopened or expanding cracks.
- Peeling or bubbling from debris, vegetation, dirt, or customer neglect.
- The appearance of new cracks caused by the natural movement, shifting, or settling of the underlying slab or sub-base. Such movement is beyond the control of Pro Track and Tennis, Inc. and is considered a natural characteristic of concrete and asphalt surfaces subject to thermal expansion, contraction, and ground movement
- Damage, cracking, discoloration, or surface failure caused by underlying structural movement, improper drainage, tree roots, flooding, standing water, or any other environmental or geotechnical conditions beyond the control of PTT
- Issues caused by subsurface moisture or hydrostatic pressure.
- Delamination or other issues due to absence of a vapor barrier.
- Weather, drainage failures, structural movement, or soil conditions.

Hydrostatic Pressure & Moisture Disclaimer

Hydrostatic pressure occurs when trapped subsurface moisture rises and disrupts coatings. It is a natural, site-specific condition documented by industry experts and is not a defect in workmanship or materials.

In most cases, symptoms resolve with time and warm temperatures. Premature removal or repair may not be effective. PTT takes reasonable precautions, but moisture behavior post-installation is beyond our control.

Warranty Period

Coverage begins upon final completion and ends at the conclusion of the applicable term. No repairs extend the original warranty term.



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10 | Page



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Transferability of Warranty

The warranty is transferable once during its term to a new owner upon written notice to PTT. No extensions or changes in terms apply upon transfer.

Events That Shall Void This Warranty

Warranty becomes void if:

- Claims are not submitted during the warranty period.
- Customer denies PTT access to inspect within 10 business days.
- Unauthorized modifications are made without PTT's written approval.
- If the surface is subjected to misuse, heavy equipment, vehicular traffic (unless designed for such use), or improper maintenance, including use of harsh chemicals or failure to clean and maintain the surface as recommended.
- Customer fails to pay in full.
- Customer refuses to pursue or assign product manufacturer warranties.

Miscellaneous

Unenforceable provisions will be severed or modified to remain enforceable.

No additional warranties apply beyond those stated. Implied warranties are limited to the warranty duration.



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11 | Page



ref.0035c

PTT is not liable for incidental or consequential damages. Total liability is limited to the amount billed.

ADDITIONAL TERMS

Additional Payment Terms

PTT will not begin work until the agreed-upon down payment is received. If payment is delayed during the course of work, PTT reserves the right to pause the project until payment is brought current. Customer will be responsible for any reasonable costs incurred due to shutdown and restart of the project.

Limitations of Liability

PTT will not be responsible for any damage to areas outside the designated work zone or damages resulting from the acts of other contractors, vendors, or trades. PTT's maximum liability shall not exceed the amount billed for the work. PTT shall not be liable for indirect, incidental, or consequential damages.

Diligence and Unforeseen Events

PTT will perform the work in a timely and professional manner. However, delays due to weather, labor or material shortages, acts of God, or other unforeseen circumstances beyond our control will not constitute a breach of contract.

Claims and Disputes

Both parties agree to first attempt to resolve any disputes through good faith discussions. If unresolved, the dispute shall proceed to mediation. If mediation fails, either party may seek resolution through litigation in the



Pro Track and Tennis, Inc. A NE Corporation
800.498.4395 - www.protrackandtennis.com

12 | Page



ref.0035c

jurisdiction where the property is located. Each party shall bear its own legal fees unless otherwise determined. This clause shall not limit either party's right to file lien claims as provided by law.

Liens

In the event Customer fails to make payments in accordance with this Proposal, PTT or any subcontractor or material supplier may have the right to place a lien on the Property in accordance with applicable law, in which event Customer shall be responsible for all costs associated with the filing of the lien, including attorneys' fees. After receipt of the final payment, PTT shall deliver a lien waiver to Customer. The making of the final payment shall constitute a waiver of all claims by Customer against PTT, except for claims made under the warranty as set forth herein.

Photograph Release

Customer grants PTT the right to take and use photographs of the work during and after completion for marketing and portfolio purposes. All photographs remain the property of PTT and may be used without additional permission.



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13 | Page



ref.0035c

ACCEPTANCE OF PROPOSAL

Pro Track and Tennis, Inc. proposes to furnish all labor and materials in accordance with the specifications outlined for the total sum below:

Please initial the appropriate boxes below to designate acceptance of the following options.

☐

OPTION #1:

Color Coat One (1) Tennis Court

Twenty-five thousand, seven hundred dollars

\$25,700.00

☐

OPTION #2: Add to Option #1

Crack Repair System- 1,340 LF

Twenty-six thousand, eight hundred dollars

\$26,800.00

☐

OPTION #3: Add to Option #1

Pickleball Game Lines: Per Court Striped

Five hundred dollars Per Court Striped

\$500.00

☐

OPTION #4:

Color Coat One (1) Basketball Court

Twenty-one thousand, eight hundred dollars

\$21,800.00

☐

OPTION #5: Add to Option #4

Crack Repair System- 494 LF

Nine thousand, eight hundred eighty dollars

\$9,880.00

\$3,500.00 total discount if both projects done together.

Note: Prices are subject to surcharge due to market conditions. This proposal is valid for 60 days from April 15, 2026.



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14 | Page



ref.0035c

Payment Terms:

- **40% down** due upon acceptance.
- **Balance** due upon completion and acceptance by the Owner.

By signing below, the Customer accepts this proposal and authorizes PTT to proceed with the work as outlined above.

_____ Signature		_____ Signature	
_____ Print City of Shorewood, MN	_____ Date	_____ Print Pro Track and Tennis, Inc.	_____ Date

After signing, please return to Pro Track and Tennis, Inc.



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ref.0035c

PREPARED BY**Chris Her**

ATE Recreation

(763) 447-8666

chris@aterecreation.com

125 Woodland Rd suite #154, Delano, MN 55328, USA

PREPARED FOR**Mitchell Czech**

City of Shorewood

(952) 960-7925

mczech@shorewoodmn.gov

5735 Country Club Rd, Shorewood, MN 55331

PROPOSAL DETAILS**Cathcart Park**

26655 W 62nd St, Excelsior, MN 55331

Resurfacing one tennis court at Cathcart Park using SportMaster surfacing products.

Alternate option is provided to have the basketball court resurfaced.

DESCRIPTION	QTY	UNIT PRICE	TOTAL
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Tennis Resurfacing	7,200 Square Feet	\$2.21	\$15,894.60
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Prior to resurfacing court will be pressure washed to remove dirt and debris.

570 lineal ft. of 1/4" wide cracks will be filled with an elastomeric crack sealant where possible, where not possible the cracks will be filled with an acrylic patch binder mix.

246 square ft. of low spots to be filled with an acrylic patch binder mix, and smoothed.

Resurfacing includes one coat of acrylic resurfacer, two coats of color, one set of 2" wide white tennis court lines, and one set of 1.5" wide alternate colored pickleball court lines overlaid.

Owner to provide water onsite.

Basketball Resurfacing Options

\$0.00

Please select 0 - 1 options

Review and select an option for Basketball Resurfacing.

☐ Basketball Resurfacing while Tennis Court Resurfacing	2,450 Square Feet	\$2.77	\$6,794.71
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Work to be completed during Tennis Court Resurfacing.

Prior to resurfacing court will be pressure washed to remove dirt and debris.

257 lineal ft. of 1/4" wide cracks will be filled with an elastomeric crack sealant where possible, where not possible the cracks will be filled with an acrylic patch binder mix. 10 lineal ft. of divits measuring 8"x8" will be filled with an acrylic patch binder mix.

10 square ft. of low spots to be filled with an acrylic patch binder mix, and smoothed.

Resurfacing includes one coat of acrylic resurfacer, two coats of color, one set of 2" wide white basketball court lines.

Owner to provide water onsite.

☐ Basketball Resurfacing	2,450 Square Feet	\$4.11	\$10,063.21
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Prior to resurfacing court will be pressure washed to remove dirt and debris.

257 lineal ft. of 1/4" wide cracks will be filled with an elastomeric crack sealant where possible, where not possible the cracks will be filled with an acrylic patch binder mix. 10 lineal ft. of divits measuring 8"x8" will be filled with an acrylic patch binder mix.

10 square ft. of low spots to be filled with an acrylic patch binder mix, and smoothed.

Resurfacing includes one coat of acrylic resurfacer, two coats of color, one set of 2" wide white basketball court lines.

Owner to provide water onsite.

	SUBTOTAL	\$15,894.60
	TAX	\$0.00
	TOTAL	\$15,894.60
PAYMENTS STARTING FROM \$186/month on  Acorn Learn More →		

PAYMENT SCHEDULE

Name	Amount
Deposit Invoice (30%)	\$4,768.38
Completion Invoice	\$11,126.22

Work to be done in 2026.

Payment due upon receipt of invoice. A finance charge of 1 1/2% per month (18% per year) will be charged on any balance over 30 days past invoice date, unless otherwise agreed upon in writing.

Deposit Invoice: Includes partial payment for materials to surface.

Completion Invoice: Includes the remaining balance for the completion of surfacing.

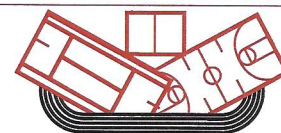
Proposed Work Does Not Include: Landscape Restoration, Irrigation Repair/Restoration, Private Utility Locates/Repairs, Sub-soil Corrections, Erosion Control, Towing Charges, Permits and Fees, Multiple Mobilizations, Surveying or any Unforeseen Conditions, Guarantee on drainage or ponding of water on lots with less than 1% slope.

The above specifications, costs, and terms are hereby accepted.

MITCHELL CZECH

DATE

TIM CARLSON
2312 SEURER ST.
NEW MARKET, MN 55054
PHONE: 952-461-5678
FAX: 952-461-5679



Quality and Dependability

April 29, 2026

Mitchell Czech, CPRP
Parks and Recreation Director
5755 Country Club Rd.
Shorewood, MN 55331
Email: mczech@ci.shorewood.mn.us

RE: CATHCART TENNIS COURT AND BASKETBALL COURT REPAIR/RESURFACING

Mitchell,

Thank you for contacting C & H Sport Surfaces, Inc. regarding your court facility. We have been in the Tennis Court, Running Track, Basketball and Pickleball Court industry for over 55 years and we pride ourselves on quality workmanship and dependable service. We use the highest quality, 100% Acrylic surfacing products for longer lasting and stronger playing surfaces. C & H Sport Surfaces, Inc. is a member of the BBB, USTA and MASMS.

REPAIR/RESURFACING PROCESS TO INCLUDE:

- Power spray/hydro wash entire court surface to remove loose materials, dirt and debris that may have accumulated over the years. Power washing enhances the bonding of the new surface application.
- Scrape and high pressure blow surface of remaining loose materials down to a solid substrate.
- Clean cracks of loose materials, dirt and weeds.
- Fill top ½" of cracks and blend to surface using acrylic crack filler, mixed and applied according to the manufacture specifications. Use foam backer-rod or sand in base of cracks where necessary.
- Prime necessary areas to enhance bonding of new surface application.
- Apply 2, black sand filled, 100% Acrylic Resurfacer filler coats over the entire court surface. Apply according to the manufacturer specifications.
- Apply 2, textured, acrylic color coats over the entire court surface according to the manufacturer's specifications. Color to be all dark green.
- Upon curing, apply 1 set of 2", regulation, white tennis playing lines according to USTA layout specifications.
- Apply 1 set of 2", light blue, regulation, pickleball playing lines according to USAPA layout specifications.
- Apply line primer prior to the application of the line paint to provide a crisper playing line.
- Apply 2", white, basketball playing lines as are on existing court.
- Site cleanup.

Total cost to complete this project for 1 tennis court including playing lines for tennis and pickleball.....\$ 11,995.00
Total cost to complete this project to 1 basketball court including basketball playing lines.....\$ 9,985.00

*QUOTE DOES NOT INCLUDE PATCHING OF LOW AREAS THAT MAY HOLD WATER.

*A pressured water source will be needed near project location.

*No warranty

*Sprinkler system near project location must be turned off.

*Use of SportMaster products.

C & H Sport Surfaces, Inc. is fully insured for your project, and will issue a certificate of insurance upon request

If you have any questions, please contact Tim at 952-461-5678.

Thank you,

Tim S. Carlson

C & H Sport Surfaces, Inc.

Acceptance of Proposal: The above prices and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified above. Payment is to be made within 30 days of project completion date. An interest rate of 15% will be added to all accounts that exceed the 30 day project completion date. Any collection fees due to nonpayment are to be paid by the customer. Cracks are not a warranty item. Upon acceptance, the surface may be played on.

Date: / / Authorized Signature: _____

A signed contract or PO# is required to schedule this project. I have read and understand the Terms and Conditions on page 2 of this contract.

NOTE: We reserve the right to withdraw this proposal if not accepted within 15 days.

• TENNIS COURTS • PICKLE BALL COURTS • RUNNING TRACKS • BASKETBALL COURTS • SNOWPLOWING • 10 U LINES •

• email: chsportsurfaces@mchsi.com • www.chsportsurfaces.com •

C & H SPORT SURFACES, INC.

TERMS AND CONDITIONS: (upon acceptance of the proposal become binding to the contract, (PLEASE INITIAL BELOW).

- 1) **PRICING:** The prices set forth herein are based upon current prices and may be subject to change.
- 2) **CHANGE ORDERS:** An additional charge may be made to purchases for any material or labor additional to that specified herein necessary to make a complete installation in a workmanlike manner.
- 3) **SCHEDULING OF PROJECTS:** Any start or completion dates, written or verbal, are only approximate dates and should not be considered as exact start and completion dates due to the unpredictability of the weather that highly influences our work processes.
- 4) **SITE CONDITIONS:** Obstructions of any form that may interfere with the installation shall be moved by Purchaser/Owner prior to commencing work. This contract does not contemplate the encountering of rock, swampy conditions, boulders, concrete, wood, etc. Should any of these conditions be encountered, Purchaser/Owner shall pay the actual cost of the additional work caused thereby, unless stated in this proposal.
- 5) **JOB DELAYS:** When work is started by C & H Sport Surfaces, Inc. under this contract, work may be continued to completion without interruption, including, without limitations, interruptions caused by other contractors or changes in the plans of the Purchaser. In the event that C & H Sport Surfaces, Inc. is required to withdraw from work after starting, Purchaser/Owner agrees to pay charges covering the actual expenses incurred. It is understood that when C & H Sport Surfaces, Inc.'s crew reports to the job site, this constitutes starting work.
C & H Sport Surfaces, Inc. shall not be responsible for delays, defaults or damages occasioned by any causes beyond C & H Sport Surfaces, Inc.'s control, including, without limitations, governmental actions or orders, embargoes, strikes, lock-outs, fires and weather.
- 6) **UNDERGROUND OBSTRUCTIONS:** Before work is started, Purchaser/Owner is required to furnish C & H Sport Surfaces, Inc. with the location and character of all underground wires, pipes, sewers, conduits, obstructions, conditions, or restrictions of any nature which might interfere with or be damaged by C & H Sport Surfaces, Inc. in the course of the work or which might be the cause of injuries, or other damages. If the Purchaser/Owner fails to do so, or if any of the aforesaid are omitted from the information furnished to C & H Sport Surfaces, Inc., the Purchaser/Owner agrees to release, indemnify, hold harmless and defend C & H Sport Surfaces, Inc. from and against any and all liability, loss damages, fines and expenses caused thereby or from any claims, demands, or suits based thereon. Excludes property surveys, soil tests or removal of spoils from postholes offsite.
- 7) **WARRANTY:** (If included in proposal) All materials used hereunder are guaranteed for a period of one or two years from manufacturer's defects under normal intended use and shall be fenced in. In the event of any material failure, it will be repaired at labor costs only. The products used are guaranteed with respect to uniformity and quality. This warranty does not cover any form of surface cracking or re-cracking of filled or repaired cracks or control joints. In no event shall C & H Sport Surfaces, Inc. be liable for any consequential damages. There are no warranties which extend beyond the description of the face hereof, unless stated in the proposal.
- 8) **PATCHING:** of low areas may not completely eliminate the ponding of water when resurfacing of older asphalt or concrete playing surfaces since acceptable or original drainage specifications may no longer exist.
- 9) **MEASUREMENTS:** refer to surface coatings and are based on flat asphalt playing surface dimensions inside from fence to fence. Additional asphalt on the outside the fence is not included and may be colored at additional costs. All line measurements are measured from existing posts/standards.
- 10) **BUILDING PERMITS:** Permits if needed, including the payment of fees therefore shall be the sole responsibility of Purchaser/Owner.
- 11) **BONDS, ADDITIONAL INSURANCES AND CERTIFICATES OF INSURANCE:** may be issued upon request. For additional coverages or amounts of coverages, additional charges will be added to the contract if necessary.
- 12) **WATER SOURCE:** Access to a pressured water source is required at or near project location at no cost to C & H Sport Surfaces Inc.
- 13) **PREVAILING WAGES:** This contract does not include prevailing wages unless "Noted" on page 1 of contract.
- 14) **PAYMENT:** Payment shall be net cash upon receipt of invoice with 18% annual interest charges on accounts past 30 days. All accounts are payable in United State funds, free of exchange, collection or other charges. C & H Sport Surfaces, Inc. reserves the right to lien the owner of the property if timely payment is not received. Should the buyer default in its obligation herein, the buyer shall, in addition to other obligations herein, be liable to C & H Sport Surfaces, Inc. for all costs of collection including reasonable attorney's fees.
- 15) **THE PURCHASER/OWNER:** shall provide and maintain necessary fences, temporary enclosures and barricades to adequately protect the project from persons and animals not involved with the contracted work, unless stated in the proposal.
- 16) **SALE TERMS:** The above and foregoing terms and conditions are the final expression of the terms and conditions of this contract, and are intended as a complete and exhaustive statement of the agreement. Modifications or change shall only be permitted by a signed writing between the Purchaser and C & H Sport Surfaces, Inc. This contract shall not be assigned by Purchaser, in whole or in part, without the written consent of C & H Sport Surfaces, Inc. and shall be binding upon the successors, administrators, executors or assigns of the parties hereto. Waiver of any default shall not be considered as a waiver of any subsequent default. No conditions, terms, agreements, or stipulations other than those stated Herein shall be binding on C & H Sport Surfaces, Inc. C & H Sport Surfaces, Inc. can terminate this contract at any time for any reason.
- 17) **LAW:** This contract is subject to all applicable laws, regulations and ordinances of any federal, state or local governmental authority or agency.
- 18) **SURFACE INSPECTION:** During the physical inspection, it may be difficult to determine how a surface will respond to power washing/hydrowashing. While power washing, bubbling or peeling may occur. If bubbling or peeling occurs, scraping of the surface, down to a solid substrate may be necessary. If extensive or excessive surface bubbling, peeling and/or a solid substrate cannot be found, other options will need to be explored, most likely adding significant additional costs and time to complete the project.

INITIAL AND RETURN COPY WITH SIGNED CONTRACT



Park Commission Item 4.C.

Title/Subject: Off-Leash Dog Area Pilot Program

Meeting Date: May 19, 2026

Prepared By: Mitchell Czech, Park/Rec Director

Attachments

Background

On February 23, 2026 the City Council approved a Park System Master Plan. The approved plan includes a Capital Improvement Plan (CIP) for the next 10 years to address capital needs throughout the park system based on need, condition, and community feedback. The 2026 Parks CIP allocates \$4,500 for installing a seasonal off-leash dog area in the Cathcart Park hockey rink.

The outdoor ice rink at Cathcart Park is a valuable amenity to the City park system. During the 2025-26 outdoor ice skating season, nearly 900 skaters utilized the hockey rink during staffed hours. However, the area inside of the rink is mostly unutilized during the non-skating season. The Park System Master Plan identified an off-leash dog area as a desirable amenity that the community would like to see within our park system. It was recommended that the City implements a pilot off-leash dog area during the skating off-season as a cost-effective way to provide a new amenity to the community. Utilization of the pilot program will be evaluated for future considerations.

When converting an outdoor ice rink into a seasonal off-leash dog area, there are key considerations that need to be discussed.

1. Site Readiness and Conditions

- Current condition of the existing rink boards (height, security, gaps, etc.)
- Surface conditions within the rink (grass durability, drainage, and anticipated wear)
- Entry/exit location and control measures to be implemented
- Accessibility

2. Equipment & Materials

- \$4,500 budget has been allocated for equipment and materials needed for this project. Materials needed include:
 - Fencing where needed
 - Entry/exit gate (double-gate)
 - Waste stations (bags and receptacles)
 - Signage
- \$20,000 is also allocated towards hockey board repairs

3. Rules, Expectations, and Safety

- Clear and visible park rules for users
- Capacity considerations
- Guidance for managing dog behavior and minimizing conflicts
- Emergency procedures

4. Evaluation Metrics

- To measure the success of the pilot, the Commission should consider ways to evaluate the program.
 - Level of use
 - User satisfaction and community feedback
 - Maintenance demands
 - Turf condition before and after pilot period
 - Number and types of incidents

The Park Commission will conduct park tours on June 23, 2026 and will visit Cathcart Park. The key considerations will be discussed during the tours, with more formal discussion and action to follow at a future Park Commission meeting.

Action Requested

No action is required at this time. The Commission should consider the discussion points provided during the Park Tours on June 23, 2026.



Park Commission Item 4.D.

Title/Subject: Memorial Bench, Sponsorships, and Donations Program

Meeting Date: May 19, 2026

Prepared By: Mitchell Czech, Park/Rec Director

Attachments

Background

The 2026 Park Commission Work Plan includes focus areas of developing a memorial tree & bench program, a formal volunteer program, and exploring parks sponsorships & donations. During the initial stages of developing these programs, staff discovered a platform called "SeeMyLegacy." SeeMyLegacy is a digital platform designed specifically to help parks and recreation agencies manage and grow community-based giving and engagement programs.

The City currently has a sponsorship program geared towards the special events it offers on an annual basis. During the first year of the sponsorship program in 2025, \$4,350 in sponsorship was generated through sponsorship to assist in offsetting event associated costs. To date, \$4,050 in sponsorship has been generated for City events in 2026. The City has a PDF sponsorship packet that is updated on an annual basis and processes sponsorship applications manually. Sponsor perks, recognition, logos, etc. are organized and tracked manually. The current process can create inefficiencies in administration, inconsistent user experiences, and allow for potential missed engagement opportunities. A unified, technology-supported platform could allow the City to modernize its current sponsorship program and provide a more clear, accessible, and professional experience for users. In addition, the platform could also serve as a host to the key initiatives outlined in 2026.

SeeMyLegacy would provide a single platform to manage the City event sponsorship program, memorial tree program, volunteer program, and parks sponsorship & donations. Benefits this platform would provide for each program are summarized below. Staff will also provide a digital walkthrough of a sample website during the meeting.

- **Memorial Bench & Tree Program:** SeeMyLegacy was originally designed as a memorial bench platform before adding additional capabilities with donations, sponsorships, and volunteer management. Once the Commission and staff locate ideal bench locations throughout the park system, the locations and the associated cost to install a bench would be displayed on a virtual map. Users would also be able to view the locations of benches that have already been placed, along with a story (if any) of the person the bench is in memory of. Those interested in purchasing a bench could apply directly online. The same would apply if a memorial tree program were implanted, although This would create a much more efficient, faster process for both the user and staff.
- **Volunteer Program:** The City has a goal to develop a more formalized volunteer program within the parks system. The City current has a yearly Adopt-a-Garden program, where volunteers maintain monuments and designated areas throughout the park system. Volunteer events, such as the Freeman Park cleanup and tree planting

events, have also taken place in recent years. These events are all managed manually by staff. SeeMyLegacy would allow for increased marketing for events and volunteer needs, online signup and waiver completion, and an accessible database to communicate and engage with existing volunteers.

- **Park Donations & Sponsorship:** With the recent adoption of the Park System Master Plan, there is a funding gap that will need to be addressed for the capital needs over the next 10 years. The Commission and City Council have had preliminary discussions on implementing a donation and/or sponsorship program for park projects and amenities, such as legacy bricks, to assist in funding. Further discussion on what a donation and sponsorship program may look like is needed. If the City were to pursue a program like this, SeeMyLegacy would be a valuable resource for marketing, tracking, and accepting donations and/or sponsorship for park amenities.

An annual subscription for SeeMyLegacy is \$2,499 per year. The subscription fee would be fully covered by the current revenue from event sponsorship, with the City averaging over \$4,000 per year since the implementation of the sponsorship program. With a legitimate platform for event sponsorship, it is also expected that total event sponsorship will increase if implemented. In addition, the City would have a platform to utilize for a formal memorial bench program, memorial tree program, volunteer program, and park donations and sponsorship.

Action Requested

A motion to recommend approval of the SeeMyLegacy software to the City Council.

Simple majority vote is required.



Park Commission Item 5.B.i.

Title/Subject: Parks Unplugged Event Reminder

Meeting Date: May 19, 2026

Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. Parks Unplugged
2. On The Road!

Background

The City has two upcoming Parks Unplugged! events in the month of May. Flyers for the upcoming events are included for the Park Commission's awareness.

Action Requested

No action required.

PARKS UNPLUGGED

May 21st 2026

Join us for a hands-on community tree planting demonstration focused on learning the proper techniques for planting and establishing healthy trees. Participants will observe and take part in planting trees at Freeman Park to help enhance our shared green spaces while building skills residents can use at home and in the community.

Freeman Park

6000 Eureka Road

5:30pm-7:30pm



Demonstration By:

DAVEY 



City of Shorewood
PARKS & RECREATION

Page 36 of 39

PARKS UNPLUGGED ON THE ROAD!

CAMP FIRE MINNESOTA

3300 TANADOONA DRIVE CHANHASSEN MN 55331



MAY 27, 2026, 5:00PM-8:00PM

PARKS UNPLUGGED IS HITTING THE ROAD THIS SPRING AS WE ARE PARTNERING WITH CAMP FIRE MINNESOTA TO BRING A FREE, INTERACTIVE CAMP-STYLE EVENT FOR SHOREWOOD FAMILIES!

REGISTER AT [SHOREWOODMN.GOV/REGISTER](https://shorewoodmn.gov/register)



Park Commission Item 5.B.ii.

Title/Subject: SCEC Task Force Update
Meeting Date: May 19, 2026
Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. Task Force Purpose Statement and Members

Background

The task force for the SCEC facility analysis will hold their kick-off meeting on Wednesday, May 20 from 4pm - 6pm. The meeting will be facilitated by our consultant for the project, ISG. For the Commission's awareness, a copy of the task force purpose statement and its members is attached.

Action Requested

No action required.



Facility Analysis Task Force

Purpose Statement: The Shorewood Community & Event Center (SCEC) Task Force serves in an advisory capacity to provide community based insight and feedback that supports the evaluation of current operations and the development of practical, financially realistic recommendations to increase utilization and revenue at the SCEC.

Task Force Members & Profiles

Member Profile	Member Name	Qualifications
City Staff	Mitchell Czech	Shorewood Parks & Recreation Director
Park Commission Liasion	Janet Sylvester	Current Shorewood Park Commissioner
Local Business Connector	Tiffany King	Excelsior-Lake Minnetonka Chamber of Commerce President & CEO
Senior Programming	Tena Brandhorst	SouthShore Senior Partners President
Current Renter/Partner	Kelsey Vercruysse	Just for Kix Minnetonka Director (Dance)
Resident Expert	Barry Brown	Shorewood Resident, business background
Youth/Adult Programming	Kim Carlson	Minnetonka Community Education Executive Director
Facility Operations	Jeanna Raap	SCEC Desk Attendant & South Shore Senior Partners Board Member
Hospitality & Event Venue Operations	Laura McCauley	Events Manager for Boom Island Brewing. Non-profit experience.
Market & Business Development Strategist	Nick Ruehl	Business coach at Ruehl + Associates. Former Mayor of Excelsior.
Finance & Cost-Recovery Analyst	TBD	Recruitment in progress
Facilities & Operations	TBD	Recruitment in progress