

Medina Park Commission Meeting Minutes  
January 20, 2016  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on January 20, 2016 at 7:00 p.m. at Medina City Hall. Park Commission Chair Steve Lee presided.

**1) Call to Order**

Commissioners Present: Steve Lee, Lori Meehan, John Jacob, Dino DesLauriers, and Nate Pearson  
Commissioners Absent: Two Vacant Seats  
Also Present: Assistant City Administrator Jodi Gallup, Public Works Director Steve Scherer and City Council member Lorie Cousineau.

**2) Appointment of Officers: Chair, Vice Chair & Secretary**

*A motion was made by Meehan and seconded by Pearson to nominate and appoint Steve Lee as Chair. Motion passed unanimously.*

*A motion was made by DesLauriers and seconded by Jacob to nominate and appoint Lori Meehan as Vice Chair. Motion passed unanimously.*

*A motion was made by DesLauriers and seconded by Meehan to nominate and appoint Nate Pearson as Secretary. Motion passed unanimously.*

**3) Additions to the Agenda:** There were no additions to the agenda, but there was a general consensus to move item # 7 “Stonegate Farm CD-PUD Trail Alignment Discussion” as the next agenda item.

**7) Stonegate Farm CD-PUD – Trail Alignment Discussion**

Gallup presented a brief staff report stating that the applicant’s Conservation Design subdivision has 41 proposed lots and is located west of Deerhill Road and east of Homestead Trail. She noted that the Park Commission reviewed this application in July of 2015 and the City Council approved the preliminary plat in October of 2015. She noted that the application is back before the Park Commission tonight because the applicant seeks adjustments to the trail locations shown on the approved preliminary plat.

Gallup noted that the main changes to the trail locations were to realign the northeastern portion of the trail to be through the conservation area rather than along the street and to remove the trail connection in the northwest of the site to the island within the tamarack swamp.

Gallup stated that staff believes the new alignment to the northeast is preferable and that staff would recommend that the northwest trail easement be required at least to the southern property line to the site to the west of the subject property, which would require approximately 100 plus feet further north than shown.

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Gallup suggested that the Park Commission discuss how much of the northwest trail segment should be constructed versus how much is just taken in easement.

There was a general consensus of the Park Commission to take the additional easement to at least the southern property line to the site to the west in case the property were to develop in the future, but not construct a trail to nowhere at this time.

Jennifer Haskamp, Planning Consultant with Stonegate Farm, addressed the Park Commission to further explain the applicant's proposed trail modifications. She recapped the changes that Gallup had mentioned on the north 80-acres and noted that it is the applicant's intent to provide a trail easement on the northwest trail to at least the property line of the property to the west of the subject site.

Haskamp stated that the new plan shows three proposed resting/lookout points along the trail, which provide long views of the tamarack and of the high quality wetland environment. She also noted that the trail would cross over a proposed streambed landscape corridor, which is an intermittent stream that was realigned to better respond to the natural drainage patterns on the site.

Haskamp reviewed the minor trail modifications on the southern 90-acres noting that two soft bump-outs and curves were added to the alignment of the trail between Deer Hill Road and the Medina Morningside neighborhood to enhance the user's experience along the trail.

Haskamp also noted that as part of the updated proposed trail plan, the applicant proposes to install and construct the turf trails within the plan. She stated that the previous plan showed a trail easement for the trail segment running south out of Medina Morningside neighborhood connecting to Deer Hill Road, but the new plan proposes to install and construct this trail as well.

Haskamp concluded her presentation by stating the three reasons for the proposed changes, which are:

1. Better integration of trails into conservation areas
2. Inclusion of overlooks and trail resting places
3. Improved connections and loops

Lee thanked the applicant for bringing forward these proposed changes noting that the plan is very responsive to what the Park Commission wanted. He stated that it was a beautiful plan and that the proposed trails will give the new residents and trail users attractive views.

The Park Commissioners also noted that they liked the water feature through the conservation area.

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*A motion was made by Lee and seconded by Meehan to recommend adopting the proposed trail modifications as presented with the addition of a trail easement to the north of the proposed northwest trail segment to go at least 20 feet past the southern property line of the site to the west. Motion passed unanimously.*

The Park Commission confirmed that the trails would be constructed as turf trails, but the land stewardship plan should not prohibit the City from converting the trails to hard surface trails in the future.

**4) Approval of Minutes from December 16, 2015 Regular Meeting**

*A motion was made by Jacob and seconded by DesLauriers to approve the minutes from December 16, 2015 as presented. Motion passed unanimously.*

**5) Public Comments** (on items not on the agenda): None.

**6) City Council Update**

Lorie Cousineau gave the Park Commission an update on recent City Council actions.

**8) 2016 Goal Setting Session**

The Park Commission established the following goals for 2016:

1. Review trail plan to look at trail connections, topography, and safety.
2. Review Park Dedication revenues versus planned park improvements to make sure the city is being good stewards of the limited funds set aside for future park improvements.
3. Finalize outstanding items at the new Park at Fields of Medina.
4. Plant Monarch butterfly garden in Hamel Legion Park and look at other possible future sites.

The Park Commission reviewed the planned park improvements within each of the parks and recommended changes that will be brought back at the next meeting in an updated document.

At 8:00 p.m. Nate Pearson left the meeting.

**9) Staff Report**

- Park Commission Vacancies and Ordinance – Gallup noted that there are still two vacancies on the Park Commission and asked everyone to try to solicit new members. The idea was brought up to decrease the size of the Park Commission down to five members, but because of potential absences, it was determined that it was not a viable option. Lee stated that since this is a volunteer committee, if the

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commission is on track with their goals and there are not planning agenda items or other pressing issues, the commission would not need to meet every month.

- Tomann Preserve – Scherer reported that the City is in negotiations and is very close to purchasing the upland triangle piece of property that abuts Tomann Preserve.
- 2016 Representation at City Council Meetings – Lee noted that if Park Commissioners have a schedule conflict they should contact Gallup to trade with another Park Commissioner.
- General Items – There were no other items to report.

**10) Adjourn**

*A motion was made by DesLauriers, seconded by Meehan and passed unanimously, to adjourn the meeting.*

The meeting was adjourned at 8:10 p.m.

Minutes prepared by Jodi Gallup.