

Medina Park Commission Meeting Minutes

June 18, 2014

Medina City Hall

Page

1 of 3

The Park Commission of Medina, Minnesota met in regular session on June 18, 2014 at 7:05 p.m. at Medina City Hall. Park Commission Chair Ann Thies presided.

1) Call to Order

Commissioners Present: Ann Thies, Madeleine Linck, Dino DesLauriers and Steve Lee

Commissioners Absent: Ellis Olkon, Lori Meehan and Nate Pearson

Also Present: Public Works Director Steve Scherer and Assistant to City Administrator Jodi Gallup

2) Additions to the Agenda: None.

3) Approval of Minutes:

• **April 29, 2014 Meeting**

A motion was made by Linck and seconded by DesLauriers to approve the minutes from April 29, 2014 as presented. Motion passed unanimously.

• **May 21, 2014 Meeting**

○ Page 3: replace east with north; replace crack with cracks.

A motion was made by Lee and seconded by DesLauriers to approve the minutes from May 21, 2014 with the noted changes. Motion passed unanimously.

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

5) City Council Update

Scherer updated the Park Commission on recent City Council actions.

6) Charles Cudd De Novo, LLC – Woodhill Preserve – Concept Plan Review

Gallup presented the staff report of the applicant's two concept plan designs for the development of 7.8 net acres of property located north of the Reserve of Medina development site. The eastern portion of the site was included in the approved preliminary plat called "Fawn Meadows" that was reviewed last year. The western lot is entirely wooded, but the eastern lot had been cleared prior to the tree preservation ordinance.

The applicant submitted two conceptual layouts. One layout is similar to the ghost plats which were displayed during review of the Reserve of Medina and Fawn Meadows, showing a looped roadway with homes on each side totaling 17 lots. The alternative layout would include two cul-de-sacs with 15 lots and preserve a wooded area approximately an acre in area between the two cul-de-sacs.

Medina Park Commission Meeting Minutes

June 18, 2014

Medina City Hall

Page

2 of 3

The property is guided as Low Density Residential in the Comprehensive Plan, which is defined as 2 to 3.5 units per acre. This would require a minimum of 16 units, but the Comprehensive Plan does allow for flexibility for development that protects the natural features or exceed other standards of the zoning district.

There was a general consensus of the Park Commission for the maximum tree preservation in the cul-de-sac concept plan. They questioned if the tree preservation could continue along the wetland, northeast of the heavy wooded area. They questioned what the method of protection would be to keep the trees preserved into the future.

Gallup noted that for park dedication purposes, the city can require 8% market value, 10% of the buildable land or a combination. If the City took the full 10% of the buildable land it would be approximately 0.872 acres. If the City took the full cash fee it would likely be \$100,000. She noted that the Park Commission recommended taking cash with Fawn Meadows, but if they re-plated the city could change their mind.

Discussion took place regarding the need for a public park on the east side of County Road 116, especially with all this new development. It was noted that the Reserve would have a small private park, but the homes in Woodhill Preserve and others that develop in the future would not be able to use it. The Park Commission looked at the possibility of approaching one of the remaining land owners in this area of the city to try to buy a lot for a larger park, but if that did not work, they did not want to lose the opportunity for a small park on this site.

The Park Commission gave the direction that they would encourage at least a half-acre park up to 0.872 acres on this site, because options are dwindling. The Park Commission noted that this site could remain as a passive park area, if the option became available to purchase a larger park in this area for an active park.

7) 2015 Capital Improvement Plan

The Park Commission reviewed the current Capital Improvement Plan and the programmed improvements listed out in the Park and Trail Master Plan. The following amendments were recommended to the 2015 Capital Improvement Plan:

- Move the Hamel Road-Hunter to Pinto Trail to 2015
- Add Arrowhead Trail from Bridgewater to Meander in 2016
- Continue general landscaping line item at \$7,000
- Reduce small equipment/improvements to \$20,000
- Add dugout covers and keep scoreboards but funding is 100% donations for both
- Push irrigation system for ball fields out to 2016

Medina Park Commission Meeting Minutes

June 18, 2014

Medina City Hall

Page

3 of 3

- Add solar trail lights to Hamel Legion Park in 2015
- Keep shelter on plan at Holy Name Park, but noted it may be a possible Eagle Scout Project. Also noted that the Citizen Generated Project List needs to be updated at a future meeting.
- Push bathrooms at Hunter Lions Park out to 2016, but it still needs further discussion to determine if it is necessary.
- Add playground mats, wood chips, and picnic tables to Hunter Lions Park in 2015
- Add an older kid playground feature at Lakeshore Park in 2015
- Add picnic tables, concrete pads, and horseshoe pit to Lakeshore Park in 2015
- Add soccer nets to Hamel Legion Park and Maple Park in 2015
- Add pavilion to Maple Park in 2016
- Push hockey rink and lights out to 2017

The following maintenance items were also discussed:

- Add markers to Willow Drive trail to create separation from road and trail
- Fix area between Inn Kahoots and the Legion baseball field by adding concrete pads under the bleachers, paving the parking lot, and painting the dugouts.
- Stripe parking lot at Hunter Lions Park
- Fix cracks and hole in bridge at Medina Lake Preserve

8) Review Park Commission Handbook

This item has been tabled until next month since three Park Commissioners were not present at the meeting.

9) Staff Report

- City Subdivision Map – Staff prepared a labeled city subdivision map for the Park Commissioner's reference.
- Information Sign at Lakeshore Park – Lee and Linck volunteered to work with Gallup to design this sign.
- The Park at Fields of Medina – Gallup and Scherer reported that the City Council approved the playground equipment, shelter, and poured in place paths. They noted that a separate concrete quote still needed to be done.

10) Adjourn

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

The meeting was adjourned at 8:50 p.m.

Minutes prepared by Jodi Gallup.