

Medina Park Commission Meeting Minutes  
September 23, 2015  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on September 23, 2015 at 7:00 p.m. at Medina City Hall. Park Commission Chair Steve Lee presided.

**1) Call to Order**

Commissioners Present: Steve Lee, Madeleine Linck, Lori Meehan, Robin Reid, John Jacob, and Nate Pearson

Commissioners Absent: Dino DesLauriers

Also Present: City Council member Lorie Cousineau and Assistant to City Administrator Jodi Gallup

- 2) Additions to the Agenda:** Gallup requested adding “2015 Goals Review” to the agenda. Linck and Jacob requested adding “Weed Control Discussion” to the agenda. *A motion was made by Meehan and seconded by Pearson to add “2015 Goals Review” and “Weed Control Discussion” to the agenda. Motion passed unanimously.*

A brief discussion took place on weed control. Jacob noted that the weeds were not being controlled around the ball fields. Linck questioned what type of spraying the city was doing in the parks. Public Works Director Steve Scherer was not present at the meeting to answer their questions. The commissioners noted they would follow-up directly with Scherer.

**3) Approval of Minutes:**

- **July 15, 2015 Regular Meeting**

*A motion was made by Reid and seconded by Linck to approve the minutes from July 15, 2015 as presented. Motion passed unanimously.*

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

**5) City Council Update**

Lorie Cousineau updated the Park Commission on recent City Council actions.

**6) Fall Milkweed/Pollinator Seeds Planting**

Resident Mary Shimshock addressed the Park Commission reviewing with them what we had accomplished this year. She noted that she first came to the City Council in March and received support in promoting Milkweed in the city newsletter and at the spring cleanup event. She also noted that Medina had partnered with the Monarch Joint Venture to hold a pollinator seminar and to look at our parks and nature areas to determine the best location to plant milkweed and diverse nectar sources.

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Shimshock stated we accomplished a lot in the spring and then things were put on hold during the heat of the summer. She stated that now that it is planting season again, she would like the Park Commission to endorse a fall planting. She noted that it was determined that a good location to plant milkweed and diverse nectar sources would be around the holding ponds in Hamel Legion Park. She received a recommendation on seed mixes from Prairie Restoration.

Shimshock stated that Prairie Restoration recommended that the site be prepared by conducting a prairie burn or spraying Roundup on the site 15 days before the planting. Linck questioned when this would be done and warned about the damage to the Bluebirds in the spring. It was confirmed that the prairie burn or spraying would be done this fall.

Shimshock stated that once the site was planted, it would be very low maintenance and would not need to be mowed. The wild flowers and grasses would come up every year and provide nectar to bees and butterflies. It was noted that the city could find volunteers to adopt these areas.

Gallup showed a picture of the Monarch Waystation signs that say “This site provides milkweeds, nectar sources, and shelter needed to sustain monarch butterflies as they migrate through North America”. She stated that these signs would be posted by the plantings as an education piece for residents.

*A motion was made by Linck and seconded by Meehan to recommend moving forward with the fall plantings and posting the Monarch Waystation signs at one or two sites by the stormwater ponds in Hamel Legion Park and work with Steve Scherer to determine the size and means of preparing the sites. Motion passed unanimously.*

**7) Trail Planning/2040 Comprehensive Plan Update Process**

Gallup stated that the next high priority trail on our trail plan and in the capital improvement plan is a trail along the east side of Arrowhead Drive to connect the Bridgewater residents to the new the Park at Fields of Medina. Staff has hired a consultant to conduct the wetland delineation that will be necessary to construct the trail. Staff is now getting cost estimates on project management of the trail from our engineering firm. Staff hopes to have all the survey plans and construction plans ready this winter to be able to construct the trail in the spring of 2016.

Cousineau asked the Park Commission if she should contact the Foxberry Farms homeowners association to see what their level of interest would be in connecting Foxberry Farms to the new Park at Fields of Medina. There was a general consensus for Cousineau to make the inquiry.

Gallup stated that earlier this year the Park Commission made it a goal to begin reviewing the Park and Trail plan prior to the Comprehensive Plan process. She noted that staff recommended that the Park Commission wait to make any changes to the Park and Trail plan until later on in the process so we can plan future parks and trails around the projected growth in the city.

Gallup informed the Park Commission that the City is currently accepting applications to serve on the 2040 Comprehensive Plan steering committee and encouraged Park Commissioners to apply. She also noted that everyone should plan on attending the community visioning event on November 9<sup>th</sup>.

#### **8) 2015 Goals Review**

Gallup noted that the summer months have been busy and now that we are back into the fall routine, we should revisit our 2015 goals to make sure we are on track. The Park Commission reviewed the goals and noted the following actions taken:

- Friends of the Park Program – Linck and Meehan had met and discussed leaving the policy/legal language as written, but recommended that the program be marketed to residents in a friendlier manner. Meehan had written a spring newsletter article, but it was never given to staff to be published. It was noted that the article will be published in the 2016 spring issue of the *Medina Message* newsletter. Gallup suggested taking a picture of our current “Friends of the Park” that monitor the Bluebird houses to recognize them and help promote the program. It was also suggested to promote the program in *Medina Living*.
- Park & Trail Master Plan – Done.
- Signage at Lakeshore Park – Gallup and Reid had reviewed the signage at Lakeshore Park and made recommendations on how to reduce some of the signage.
- The Park at Fields of Medina – The park is complete and the grand opening was held on August 26, 2015. Gallup noted that a few residents had requested that the City install a backboard at the tennis court. The Commissioners were concerned with the aesthetic appearance of a backboard over time and directed staff to research quality backboards.
- Planned Park Improvements – Most of the planned park improvements are on track. Commissioners were encouraged to visit their parks and bring any recommended additions or maintenance items back for consideration.
- Sign at Holy Name Park – the water damaged sign had been removed.
- Baseball Maintenance Plan – Jacob, Pearson, and Lee volunteered to serve on the committee to discuss ball field fees and a future maintenance plan. Gallup noted

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that the Hamel Hawks had requested adding pavers to help control weeds between the dugouts and the bleachers, but the Park Commission was concerned with weeds growing through the pavers.

**9) Staff Report**

- The Park at Fields of Medina – Gallup showed pictures from the Park Grand Opening event and noted that the City has received a lot of positive feedback on the new park.
- Eagle Scout Project – Gallup noted that Fred Stephen had recently completed his Eagle Scout project by constructing a picnic shelter at Holy Name Park. She noted that his younger brother may be presenting to the Park Commission at a future date to request to build a seating area down by the water in Holy Name Park.
- General Items – Lee requested that everyone's names be moved down by a month on the roster for Park Commission representation at City Council meetings because we didn't have an August meeting.

**10) Adjourn**

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

The meeting was adjourned at 8:25 p.m.

Minutes prepared by Jodi Gallup.