

Medina Park Commission Meeting Minutes

January 16, 2013

Medina City Hall

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The Park Commission of Medina, Minnesota met in regular session on January 16, 2013 at 7:00 p.m. in the Medina City Hall. Park Commission Chair Paul Jaeb presided.

1) Call to Order

Commissioners Present: Paul Jaeb, Ellis Olkon, Dino DesLauriers, Madeleine Linck, Ann Thies, Janet White, and Steve Lee

Commissioners Absent: None

Also Present: Assistant to City Administrator Jodi Gallup, Public Works Director Steve Scherer and City Council Member Melissa Martinson

2) Introduction of New Park Commissioners

The two new Park Commissioners, Janet White and Steve Lee, introduced themselves to the Park Commission. Then the other Park Commissioners introduced themselves to Janet White and Steve Lee.

3) Additions to the Agenda: None

4) Appointment of Officers: Chair, Vice Chair & Secretary

A motion was made by Linck and seconded by Lee to nominate and appoint Paul Jaeb as Chair. Motion passed unanimously.

A motion was made by Linck and seconded by Lee to nominate and appoint Ann Thies as Vice Chair. Motion passed unanimously.

A motion was made by DesLauriers and seconded by Linck to nominate and appoint Steve Lee as Secretary. Motion passed unanimously.

5) Approval of Minutes:

- **December 19, 2012** – correct the spelling of Quickstart tennis on page two.

A motion was made by Linck and seconded by Lee to approve the minutes from December 19, 2012 with the noted change. Motion passed unanimously.

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

7) City Council Update

Council member Martinson updated the Park Commission on recent City Council actions.

8) The Park at Fields of Medina – Park Layout Proposal

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Tom Wolte with Mattamy Homes presented the proposed park layout to the Park Commission and asked for feedback. He explained that once he received clear direction from the Park Commission on the layout and amenities they would like to see in the park, he would seek quotes and bring back options to the Park Commission for further consideration. He stated that Mattamy Homes would like to have a turn-key park by the end of this summer.

The Park Commission liked the general proposed layout of the park, but had a few concerns with the design. After reviewing the plan, they provided the following feedback:

- Benches should be included in the plan along the trail on the far north east corner, south by the stormwater pond and on the west side of the park.
- The picnic shelter should be near the parking lot for easy accessibility to the garbage receptacles and near the playground equipment.
- A Sport Court should be added to the plan to the east of the playground equipment; the size should be approximately 40 x 60 for a half basketball court and Quickstart tennis.
- The playground equipment should be either Landscape Structures or a very similar product.
- The portable toilet should be screened and located in the parking lot.
- The southern trail loop should be moved farther south to accommodate as much space as possible for the playground equipment, picnic shelter and Sport Court.

Scherer noted that all of the City of Medina's playground equipment is Landscape Structures because it is a good quality product. The city did a lot of research on different playground companies and equipment a few years ago before installing playground equipment in Hamel Legion Park. The city toured other parks and schools to see the quality of their equipment. One area school had playground equipment that was only two years old, but the paint was already chipping on the equipment and it looked 15 years old.

9) Trail Plan Review

Thies gave the Park Commissioners a little history about the trail plan. She noted that the thought behind the trail plan was to make trail connections and destinations.

Thies explained which trails were planned to make connections to Baker Park. She also noted that the West Deerhill trails should be turf and not paved as shown on the map.

Thies described the area around Hidden Lake and how it is a high quality natural area. She noted that a trail should never be built around Hidden Lake because of its high

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quality natural area, but a lookout trail is in the plan. It was noted that if the YMCA camp ever closed down, the City should look at acquiring the property.

Lee noted that gravel and woodchip trails are expensive to maintain. Discussion took place whether there should be gravel trails in the plan or if the city should just have paved and turf trails.

Thies stated that gravel trails are used for the horses because they cannot be on pavement. She stated that only one shoulder of Hamel Road was paved and the other shoulder was left as gravel for the horses.

Scherer stated that the city only has a few woodchip trails. One of the woodchip trails is around Medina Lake Preserve. A new woodchip trail was just put in the woods through the Enclave development to create a trail connection. He stated that woodchip trails work for small areas, but a trail that is miles long should not be woodchips.

There was a general consensus that the majority of the trails in the city should be planned as paved or turf trails.

Jaeb suggested that the Park Commission tour a few trails on the trail plan at their spring park tour. Scherer suggested walking the existing trail easement on the old Navajo Road bed through Tuckborough.

Discussion occurred on the need for a subcommittee to further review and provide suggestions for the trail plan. The subcommittee would meet quarterly and provide updates to the Park Commission to keep the trail plan fresh in everyone's minds.

A motion was made by Olkon and seconded by White to appoint Thies, Linck and Lee to the trail plan subcommittee. Motion passed unanimously.

Thies questioned the Park Commission on their general thoughts on planning for rural trails versus urban trails.

There was a general consensus to have a mix of trail types, but keep a balance with open space/rural trails and urban trails.

10) 2013 Goal Setting Session

The Park Commission created the following goals for 2013:

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- Complete Park and Trail Master Plan and present to City Council on May 21, 2013 at 6 p.m.
- Schedule Annual Park Tour for May 15th at 5:30 p.m.
- Install message centers at Hamel Legion Park, Hunter Lions Park and Lakeshore Park
- Continue Aquatic Invasive Species education
- Participate in Annual Medina Celebration Day in September
- Send residents a separate mailing regarding the Medina park system and programs including Friends of the Park

A few of the staff's goals related to parks include:

- Obtain easement/access to Medina Lake Preserve
- Finish Willow Drive Trail
- Continue discussions with the Hamel Athletic Club regarding ball field lights

A motion was made by Olkon and seconded by DesLauriers to change the start time of the May 15th Park Commission meeting to 5:30 p.m. to conduct the annual park tour. Motion passed unanimously.

A motion was made by Lee and seconded by Thies to schedule a special meeting with the City Council on May 21st at 6 p.m. to present the Park and Trail Master Plan. Motion passed unanimously.

11) Staff Report

- a. 2013 Park Commission Representation at Council Meetings: A few changes to the roster were noted.
- b. General Items: Scherer noted that the City Council would like to schedule a joint meeting with the Park Commission and Planning Commission to conduct some watershed training.

12) Adjourn

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

The meeting was adjourned at 8:57 p.m.

Minutes prepared by Jodi Gallup.