

Medina Park Commission Meeting Minutes
January 20, 2010
Medina City Hall
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The Park Commission of Medina, Minnesota met in regular session on January 20, 2010 at 7:02 p.m. in the Medina City Hall. Park Commission Chair Ann Thies presided.

1) Call to Order

Commissioners present: Ann Thies, Ben Benson, Madeleine Linck, Janet White, Bill Waytas, and Chris Hilberg

Commissioners absent: Paul Jaeb

Also present: City Administrator Chad Adams, Assistant to City Administrator Jodi Gallup and Public Works Superintendent Steve Scherer

2) Appointment of Officers:

Chair: Ben Benson

Vice Chair: Madeleine Linck

Secretary: Paul Jaeb

A motion was made by White and seconded by Hilberg to appoint Ben Benson as Chair, Madeleine Linck as Vice Chair, and Paul Jaeb as Secretary. Motion passed unanimously.

3) Additions to the Agenda: Add to the staff report: who will run concession stand operations and field house project update. *Moved by Hilberg and seconded by White. Motion passed unanimously.*

4) Approval of the Minutes

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- Section 7: Gallup updated the Park Commission that the City had applied for a grant from the Hennepin Youth Sports Facility Grant Program in the amount of \$100,000 to finish a few of the items that were not originally budgeted ~~from the Hennepin Youth Sports Facility Grant Program.~~

A motion was made by Linck and seconded by White to approve the minutes, with the noted correction. Motion passed unanimously.

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

6) City Council Update:

City Administrator Chad Adams updated the Park Commission that since the last time the Park Commission met, the City Council:

- Adopted a 1% tax levy increase, but most residential properties saw a tax decrease from 2009.
- Approved the mixed use zoning district ordinance, which will affect properties west of the Uptown Hamel area and west of Countryside Café.

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- Discussed the Public Works Facility project updates at various meetings.
- Received an update from the Hamel and Loretto Volunteer Fire Departments to discuss merging the two departments.
- Denied monument sign variance request in the City's right-of-way.
- Applied for a DNR Community Conservation Assistance Grant for the City's open space/conservation design ordinance.
- Approved a rate increase request from Randy's Sanitation as a pass through cost because Hennepin County had raised disposal fees.

7) **Overview of Roles and Duties as Park Commissioners**

Adams gave a short presentation to the Park Commission to review the Park Commission's roles, structure, staff's roles, procedures, policies, quorum, open meeting law, conflict of interest, and data practices.

8) **Fence Signage at Hamel Legion Park**

Gallup reported that Council member Smith had visited a park in Coppell, Texas that displayed baseball shaped advertisements from local businesses on the inside of the ball field fences. Smith requested that the Park Commission discuss the possibility of Medina allowing businesses to advertise in a similar manner to bring in additional funds to help with field maintenance.

The Park Commission looked at the pictures of the example signage from Coppell, Texas and there was a general consensus that this was tasteful advertising. There was also a general consensus that the signage should only be placed on the inside of the ball field fences that have screens; no free standing advertisement signage would be allowed in the park.

There was a lengthy discussion on whether the City or the Hamel Athletic Association should solicit businesses, sell advertisement space and profit from the program. During discussion the following items were noted:

- The signage would be expensive and the process would take a lot of administrative time.
- The money should be for the benefit of the users of the ball fields.
- A policy would need to be drafted on how signage is handled and what types of businesses would be allowed to advertize in the park. Additional research may need to be done to see which businesses currently support the baseball association.
- There are conflicts with letting the Hamel Athletic Association administer and profit from this program on the City of Medina's property.
- The signage could be a good source of revenue.
- The revenue to the City is attractive, but has limited resources to solicit businesses.
- The Hamel Athletic Association could more easily target businesses.

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- The City and the Hamel Athletic Association could have a revenue sharing program; the City would have leverage because the City would have to authorize another group to advertise on City property.
- Additional research should be done on current advertising programs at area skating arenas.
- If the City allows signage it should only be allowed on one field as a pilot program.

The Park Commission directed staff to talk to the Hamel Athletic Association to see what level of interest, if any, they would have in this program and to summarize the key points from tonight's discussion at the next meeting.

9) **Park Dedication Ordinance**

Adams stated that staff is seeking Park Commission discussion and recommendation on possible revisions to the ordinance.

Adams explained how the current park dedication ordinance is applied in practice. The City can take 10% of land when property subdivides; or, cash in lieu of the land dedication. For residential properties, the cash option would be calculated at 8% of the pre-developed land value, with a minimum of \$3,500 per unit and a maximum of \$8,000 per unit. Commercial properties are calculated at a straight 10% of the pre-developed land value. The City also provides a credit for an existing lot of record, but it is not written in the ordinance or a policy.

Adams walked the Park Commission through some examples of how the park dedication ordinance applied to various residential and commercial subdivisions in Medina.

The Park Commission discussed the fairness of the residential vs. commercial park dedication rates. It was noted that:

- The commercial properties probably do not use the parks and trails as much as the residential properties.
- The market value for a commercial property is typically higher than a residential property.
- Commercial properties generally pay twice as much property tax as residential properties.
- New businesses may be discouraged from coming to Medina if the City fees including park dedication fees are too high.
- If commercial properties are calculated at 8% instead of 10% of the pre-developed land value, the city will receive less park dedication dollars, but there will be more equity in numbers.

A motion was made by Waytas and seconded by White to recommend to the City Council to reduce the commercial rate from 10% to 8% of the pre-developed land value. Motion passed (4-2) Linck and Thies opposed.

10) 2010 Goal Setting Session

The Park Commission created the following goals for 2010:

1. Create list of annual items.
2. Draft a ball field lights and irrigation funding policy.
3. Create a document to analyze future park study areas.
4. Transfer Tomann parcel to the City.
5. Update website with parks pages.
6. Host a grand opening for the Hamel Legion Park Field House.
7. Continue to educate the public on lakes, streams, and wetlands.
8. Continue to work with Orono to make sure Willow Drive trail is high on their priority list.
9. Work with Loren Kohnen to plant his donated tree in Rain Water Nature Area.
10. Continue integrating new logo into City functions; come up with creative ideas for the "M" sign in front of City Hall.
11. Investigate other cities' policies on citizen volunteers in parks such as "Friends of the Park" to create a long term program for maintaining the parks.
12. Discuss an alternative place to put the Hunter Lions sign in the park, once the new sign is installed.

The Park Commission will further discuss creating a future parks study area plan at the February meeting and discuss the ball field lights and irrigation funding policy at the March meeting.

11) Staff Report

- a) 2010 Park Commission Representation at Council Meetings: The 2010 roster was included in the Park Commission's packets. Gallup requested to be notified when Park Commissioners trade dates so she can remind the correct person to attend the council meetings.
- b) Uniform Park Sign Update: Gallup reported that the City Council had approved the Park Commission's recommendation and the first sign panel had been ordered. The Park Commission would be notified when it arrived.
- c) General Items:
 - OSI Land-use Application: Open Systems International has submitted a land-use application to create a 19-acre parcel and for construction of a 92,000 square foot office building at the northwest corner of Highway 55 and Arrowhead Drive. The Park Commission will likely be reviewing the application to make a recommendation on park dedication at the February meeting.
 - Holasek Property Concept Plan: The property in between Hamel Legion Park and Hunter Lions Park has submitted a concept plan that will go before the Planning Commission and City Council in February and will likely come to

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the Park Commission in the upcoming months to make a recommendation on park dedication.

- Wayzata Schools: Mayor Crosby, City Administrator Adams, and Council member Weir had met with representatives from the Wayzata School District at a Community Conservation event. Wayzata School district representatives had mentioned a possible future need to use the recreational space in Hamel Legion Park.
 - County Road 116 Trail: Scherer mentioned that the low bid to construct the County Road 116 Trail had come in at \$368,740.45 and the project engineers had estimated it at \$400,000. The contract is planned to be awarded at the February 3rd Council meeting.
- d) Who Will Run Concession Stand Operations: Adams reported that staff had met with the Hamel Lions who ran concessions last year to discuss 2010 operations. The Hamel Lions kindly declined running concessions in the new building in 2010. The Hamel Lions recently purchased all their equipment for their concession trailer and would not want to purchase more equipment. They also did not want to have to pay for two separate health department licenses. Since the Hamel Lions were not interested in running concessions, the City of Medina sent a letter to known civic groups in the area soliciting interest in running concessions. The City has already received interest from three different groups that might be willing to work together to share operations. The City is currently working on a contract with the Hamel Athletic Association to charge a surcharge per participant to help off-set the building utility costs and cleaning costs of running concessions. This would allow the interested civic groups to run concessions without paying the city a fee.
- e) Field House Project Update: Scherer stated that the roof was on, the siding was 90% complete, electrical was up and going and the lift station was in. Steve said he was able to walk up the stairs and look out the balcony. He felt there would be adequate storage space upstairs and in the garage. Scherer is working on a way to block off the mechanical room from the staircase.

12) Adjourn

A motion was made by Thies, seconded by Hilberg and passed unanimously, to adjourn the meeting.

The meeting was adjourned at 9:25 p.m.

Minutes prepared by Jodi Gallup.