

Medina Park Commission Meeting Minutes

March 17, 2010

Medina City Hall

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The Park Commission of Medina, Minnesota met in regular session on March 17, 2010 at 7:00 p.m. in the Medina City Hall. Park Commission Chair Ben Benson presided.

1) **Call to Order**

Commissioners present: Ben Benson, Janet White, Bill Waytas, Chris Hilberg, Ann Thies, and Paul Jaeb

Commissioners absent: Madeleine Linck

Also present: City Administrator Chad Adams, City Council member Carolyn Smith

2) **Additions to the Agenda:** None.

3) **Approval of the Minutes**

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- Section 6: Tim Cavanaugh, representing the current property owner, described the land and stated that the land has been untouched for years.

A motion was made by Thies and seconded by Hilberg to approve the minutes, with the addition noted above. Motion passed unanimously.

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

5) **City Council Update:**

Carolyn Smith updated the Park Commission that since the last time the Park Commission met, the City Council:

- Made some changes to the Open Systems International outlot, requiring a “soft trail” instead of defining it as requiring woodchips. Also informed the commission that no agreement has been reached regarding permanent structures on the outlot.
- Accepted a letter from the Tomann estate regarding the transfer of land.
- Discussed a staging plan point system for future development.

Carolyn Smith also thanked the Park Commissioners that attended the March 16, 2010 Conservation Design ordinance meeting.

6) **Plan for Future Park Study Areas**

City Administrator Chad Adams referred the commission to a handout in their packet (Future Park Study Areas Plan) that outlined the purpose, park categories, and active park study areas. A discussion ensued regarding the wants and needs of the community and how the city acquires land.

Adams explained that the next resident survey is scheduled for 2011 and that it should contain specific questions regarding the wants and needs of the community. There has been increased demand for lacrosse, soccer, and rugby facilities. In addition, the Wayzata School District has begun discussions with the City of Medina about future needs and how the two entities may work more closely together. Commissioner Thies expressed caution in dealing with the school district because the Park Commission does not want them monopolizing the usage.

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Commissioner Hilberg asked Adams how the city goes about securing park land. Adams explained that the city must be proactive and develop dialogue with land owners.

Commissioner Benson opined that 10 acres is the ideal park size and suggested that the area north of Highway 55 be a priority (hereinafter "Area 1"). He feels that a hockey rink should be considered. Thies cautioned that a rink is high maintenance.

Adams suggested that Area 1 should be more precisely dissected to pinpoint areas that could support a park. Thies is concerned with the type of land available in this sector. Commissioner White supports the idea of further defining areas. Benson recommended removing the portion of Area 1 that is south of Highway 55 from consideration. Hilberg mentioned that this area of the city is dense and needs a park on the north side of Highway 55.

Benson engaged the commission on a discussion regarding amenities, once again advocating a hockey rink or hockey "pond." Council Member Smith proposed that an online survey be conducted to gauge interest and aggregate ideas from residents. White thought it should be targeted to just those in Area 1. Adams stated that the citywide survey in 2011 would be much more reliable and scientific.

Commissioner Waytas offered that the council should decide on what defines major and minor improvements/attractions and prioritize them by Areas.

The commission agreed to table the discussion and instructed staff to begin micro analyzing Area 1.

7) **County Road 101 Pedestrian Trail Crossing**

Adams gave a presentation on the proposed pedestrian crossing at County Road 101 and Clydesdale Trail. Adams stated that the city has an engineering estimate of approximately \$50,000 to install the trail between Clydesdale Trail and Lilac Drive. Hennepin County would fund the crossing installation and signage.

Commissioner Jaeb questioned whether this was safe, considering the high traffic volume and the speed of the vehicles coming north from Highway 55. Hilberg asked whether any budget items needed to be cut to accommodate this project and was informed by Adams that the cost would be borne by the Park Dedication Fund.

A motion was made by Thies and seconded by Hilberg to add the trail project to the 2010 CIP. Motioned passed 5 to 1, with Jaeb voting in the negative.

8) **Ball Field Lights and Irrigation Funding Policy**

Adams informed the Park Commission that one ball field at Hamel Legion Park will be irrigated this year. The cost of the irrigation system will be \$40,000, with each subsequent field costing between \$10,000 and \$15,000. He estimates that the lighting for each field will be around \$100,000 to install.

A lengthy discussion followed on the need for ongoing maintenance support from both donors and grantors (if allowed by the grant requirements). Hilberg offered that a factor should be developed that would build in the cost of energy and maintenance. White recommended that ongoing costs be separated from hard costs. Adams added that users would be billed for energy

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costs through increased fees. White advocated a “pay to play” system like other park systems have in place.

Benson directed staff to prepare a draft policy for consideration.

9) Friends of the Park

Commissioner White prepared a memorandum that outlined the policies of several local communities in regard to garden clubs and volunteer programs for maintaining parks. She advocates developing a formal application. It was agreed that the involvement of Public Works Superintendent Steve Scherer is needed before any plan is instituted.

Benson directed staff to develop basic framework for a Friends of the Park program.

10) Clean Up Day Involvement

Park Commissioners signed up for volunteer duty on April 24, 2010. The commission agreed to not hand out information on organics and recycling to citizens, but rather offer it at a designated area.

11) Open Space/Conservation Design Ordinance

Adams recapped the meeting of March 16, 2010. He stated that Medina’s higher priorities are vistas and rural character; lower priorities are agriculture and transition area.

A motion was made by White and seconded by Hilberg to hold a concurrent session with the Medina Planning Commission for Tuesday, April 13th at 7:00 p.m. at City Hall. Motion passed unanimously.

12) Staff Report

- a) Fence Signage at Hamel Legion Park: Commission agreed to not undertake this project at this time.
- b) Field House Project Update: Garbage Recycling Receptacles: Adams presented options for recycling bins. The commission agreed with the recommendations. Adams informed the commission of the volunteer offer from the Church of St. Anne’s youth group regarding the staffing of the concession stand. The commission viewed photos of the current state of the field house.
- c) Three Rivers Park District Proposal to Allow E-Bikes on Regional Trails: Adams referred the commission to a memo from Three Rivers Park District outlining their new rules for e-bikes. Adams feels this may eventually require an ordinance change.
- d) Tomann Parcel Transfer to City: Madeleine Linck recommends naming the Tomann property “Tomann Preserve.” The commission endorsed the recommendation.
- e) Schedule Spring Park Tour: *A motion was made by Thies and seconded by Hilberg to schedule the tour for June 5th, 2010 at 9:00 a.m. Motion passed unanimously.*
- f) Spring Bird Watch: The commission agreed to move the event to coincide with the events of May 22nd, per the suggestion of Commissioner Linck.

13) Adjourn

A motion was made by Jaeb and seconded by White to adjourn the meeting. Motion passed unanimously.

Minutes Prepared by Recording Secretary Paul Jaeb.