

Medina Park Commission Meeting Minutes  
April 20, 2016  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on April 20, 2016 at 7:00 p.m. at Medina City Hall. Park Commission Secretary Nate Pearson presided.

**1) Call to Order**

Commissioners Present: Nate Pearson, John Jacob, Dino DesLauriers, Michelle Beddor, Lori Meehan, and Lisa Cole  
Commissioners Absent: Steve Lee  
Also Present: Assistant City Administrator Jodi Gallup, Public Works Director Steve Scherer and City Council member Lorie Cousineau.

**2) Additions to the Agenda**

The Park Commission welcomed Lisa Cole to the Commission and introductions were made.

There was a general consensus to discuss agenda item 9 after the City Council update.

**3) Approval of the Minutes from February 17, 2016 Regular Meeting**

- *Page 2, 6<sup>th</sup> paragraph, "A motion was made...to allow ~~addition~~ additional sponsors..."*

*A motion was made by Jacob and seconded by DesLauriers to approve the minutes from February 17, 2016 with the noted change. Motion passed unanimously.*

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

**5) City Council Update**

Lorie Cousineau gave the Park Commission an update on recent City Council actions.

**9) Scoreboard Graphics at Paul Fortin Memorial Field**

Ted Fust with the Hamel Lions Club and Hamel Hawks reported that the Hamel Lions Club was able to raise \$12,000 toward the purchase of a new scoreboard, which only left \$1,149.49 left to be spent from the Park Dedication fund.

Gallup stated that the City Council had accepted the donations and approved the purchase of the scoreboard at their meeting the previous evening. The Park Commission now needs to approve the sign advertisement graphics for the scoreboard and round signs and banner recognizing the smaller donors.

Discussion took place on the location of the sign advertisements. It was noted that the larger donors at the \$6,000 and \$3,000 levels would be permanently recognized on the

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scoreboard. The \$1,000 donors would receive round sign advertisements that would be displayed for three seasons centered on the fence under the scoreboard. The banner advertisement would be up for one season next to the dugout on the outfield side.

*A motion was made by DesLauriers and seconded by Jacob to approve the updated permanent graphics for the scoreboard, 3 year round sign graphics, and one year banner graphics. Motion passed unanimously.*

**6) Dellcroft – PUD Concept Plan – West of Arrowhead Drive, North and South of Hamel Road – Park Dedication Review**

City Planner Finke stated that the applicant has been before the Planning Commission and City Council to present their concept plan and they did not receive favorable feedback. The applicant recognized that they did not receive a lot of support for the current plan design so they decided not to attend tonight's Park Commission Meeting.

Finke asked the Park Commission to look at the plan in the broader context of the Comprehensive Plan process. He noted that the applicant had shown a substantial trail network through the proposed development and questioned if the Park Commission felt those trails should be maintained by the homeowners or city?

The Park Commission discussed if it was sustainable for a homeowners association to maintain the trails into the future or if it would become too burdensome.

Cindy Piper, longtime Medina resident, stated that the southern trail shown on the plan is an old horse trail and it would not need to be maintained. She stated that she would hope that the Park Commission would leave that trail in the plan. She also noted that people that own dogs like long perimeter nature trails as shown in the plan. She stated that the trail would run mainly through conservation dedicated land so it does not butt up to the proposed homes.

Meehan stated that she liked the idea of keeping the south trail.

Jacob stated that there is a need to provide a safe way for people to walk away from traffic.

**7) 2040 Comprehensive Plan Review for Parks & Trails**

Finke stated that this meeting is intended to be the kick off for the Park Commission to begin discussing the 2040 Comprehensive Plan update. He gave the commissioners background information on the comprehensive plan stating that it needs to be updated every ten years to guide growth and development and because we are required to update

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it. He stated that the Metropolitan Council has reduced their growth projection for Medina and that the new plan could see a 40% reduction in growth than the current plan.

Finke noted that the Park Commission should look at how the local park and trail system can work with the regional system.

Cole stated that she had received feedback from her neighborhood's Facebook page that they would also like to see trail connections to the regional trails.

Pearson suggested blending the updated land use concept for the comprehensive plan with the city's existing park and trail plan to bring back to the Park Commission for further review.

The Park Commission did a SWOT analysis exercise of the current park and trail system to analyze the Strengths, Weaknesses, Opportunities, and Threats.

Strengths – ability to make decisions on our system, park dedication funds, support for system, framework in place for parks and trails, good existing parks, diversity in park system, preservation of rural character = open space

Weaknesses – lack of trail development, all the lines on the map are not achievable, approach trail planning the wrong way, need topography and views while planning, put thought into trail purpose, crossing Highway 55, lack of trails without crossings, need for soccer facilities, splash pad, hockey rink

Opportunities – identify areas to preserve, connect to Three Rivers Park District Trail System (regional trails), do something different/unique, connect parks with trails, define trail purposes, save costs on private trail links, adopt-a-trail program, use development for trail access

Threats – crossing Highway 55, NIMBY (not in my backyard syndrome), ongoing maintenance costs

Gallup stated that she would send out the draft SWOT analysis to the Park Commissioners so they had another opportunity to add to the list.

**8) The Park at Fields of Medina Lighting Request**

Scherer reported that in a response to a few complaints about lighting and lack thereof at the Park at Fields of Medina, the Park Commission had requested that he get a quote for the installation of a light pole and electric service to the park. He stated that the

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transformer to provide electric service through Wright Hennepin Electric would be approximately \$3,500 to install. He suggested that they bring the power to the garbage enclosure where they will install a meter, service panel and light pole. He also recommended extending the electric service to the pavilion. He estimated these items would cost around \$5,000.

There was a general consensus of the Park Commission to proceed with the electrical work as Scherer had recommended. It was also noted that the light should try to be positioned to not light up the portable toilet.

**9) Scoreboard Graphics at Paul Fortin Memorial Field (moved to after item #5)**

**10) Monarch Butterfly Garden Location**

Gallup reported that the City Council approved a quote with Designing Nature to install a butterfly garden with two different options. She stated that the Park Commission needed to determine which option to plant. The first option would be to plant a butterfly garden in front of the Hamel Community Building and the second option would be to plant a stand-alone garden in a full sun location.

*A motion was made by Meehan and seconded by DesLauriers to plant a butterfly garden in front of the Hamel Community Building. Motion passed unanimously.*

**11) Schedule Spring Park Tour**

The time and date for the annual park tour was discussed. It was determined to hold the park tour at our next regularly scheduled meeting on May 18<sup>th</sup>, but move the start time of the meeting up to 5 p.m. The Park Commission requested driving some of the possible future trail corridors, visiting the Park at Fields of Medina, and stopping at Hamel Legion Park as the last stop.

*A motion was made by Meehan and seconded by Jacob to schedule the annual park tour on May 18<sup>th</sup> beginning at 5 p.m. Motion passed unanimously.*

**12) Staff Report**

- Dugout Covers – Scherer reported that the City has \$25,000 budgeted in Park Dedication to build dugout covers at Hamel Legion Park. He is collecting quotes for the project right now. Pearson stated that he had a contact for a contractor that just built dugout covers in a different park. Pearson will forward his contact information to staff to get an additional quote.

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- Spring Clean-up Day Involvement – Gallup reported that the City’s annual Clean-Up Day is scheduled for Saturday, April 30<sup>th</sup> from 8 a.m. to noon. She encouraged the Park Commissioners to attend.
- Arrowhead Drive Trail Update – Gallup reported that the bid opening for the Arrowhead Drive Trail project is on April 21<sup>st</sup> at 11 a.m. If bids come back favorably, the City will award a contract at the May 3, 2016 City Council meeting.
- General Items – no additional general items to report.

**13) Adjourn**

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

The meeting was adjourned at 8:56 p.m.

Minutes prepared by Jodi Gallup.