

Medina Park Commission Meeting Minutes

June 16, 2010

Medina City Hall

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The Park Commission of Medina, Minnesota met in regular session on June 16, 2010 at 7:02 p.m. in the Medina City Hall. Park Commission Chair Ben Benson presided.

1) **Call to Order**

Commissioners present: Ben Benson, Madeleine Linck, Janet White, Chris Hilberg, Ann Thies and Bill Waytas (arrived 7:40 p.m.)

Commissioners absent: Paul Jaeb

Also present: Assistant to City Administrator Jodi Gallup, Public Works Superintendent Steve Scherer and City Council member Carolyn Smith

2) **Additions to the Agenda:**

- **Satellites at Hamel Legion Park:** Discuss Hamel Athletic Club's request to add satellites at the lighted field and by the tennis courts in Hamel Legion Park. Discuss after City Council update.
- **Park Signs:** Discuss location of uniform park signs and location of current Hunter Lion's Park sign. Discuss before Park Tour Follow-up discussion.

A motion was made by Thies and seconded by Hilberg to approve the additions to the agenda. Motion passed unanimously.

3) **Approval of the Minutes**

• **April 21, 2010 Regular Meeting Minutes**

- Page 3, first paragraph: She shared an example of Wild Meadows ~~getting fined for cutting down prairie that was part of the conservation design where trees were planted on the prairie that was in the conservation easement that was subject to consequences.~~ where trees were planted on the prairie that was in the conservation easement that was subject to consequences.

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

• **May 11, 2010 Special Meeting – Concurrent Session with Planning Commission**

- Page 3, fourth paragraph: Thies was misspelled.

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

• **June 5, 2010 Special Meeting – Park Tour**

- Page 2, third paragraph: Remove the sentence beginning, "Thies stepped out the court..."

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A motion was made by Hilberg and seconded by Linck to approve the minutes, with the noted correction. 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:

- Approved a change order for the County Road 116 trail project to make pedestrian crossing improvements.
- Authorized publication of the Environmental Assessment Worksheet (EAW) for the Enclave of Medina (Lennar/Holasek) development.
- Approved the Financial Management Plan
- Discussed the Ag Preserve policy
- Scheduled a June 30th budget meeting to begin looking at the 2011 budget
- Discussed the trees that were cut down in Elm Creek by Hamel Station without approval. Elm Creek Watershed district will be creating a plan to address the issue.

6a) Satellites at Hamel Legion Park

The Park Commission discussed the Hamel Athletic Club's request to add satellites at the lighted field and by the tennis courts in Hamel Legion Park.

Scherer stated that staff met with the Hamel Athletic Club prior to the season and it was agreed upon to not allow satellites in the park with the new restroom facilities at the field house and the existing restroom facilities at the community building.

It was noted that in previous years, satellites were located at the Hamel Hawk's field, lighted field, by the tennis courts and in the four-plex.

Discussion occurred on the distance the kids would have to walk from the lighted field and open field to the field house restrooms.

It was noted that there are sufficient restroom facilities in the new field house, but it is too far from some of the playing fields.

It was noted that walking across the parking lot to get to the field house from the lighted field is a safety concern with all the parents dropping off their children.

Gerry Dykhoff commented that the parents, coaches, and kids really want these satellites and they are the people that spend a lot of time and volunteer hours in the park.

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Smith noted that the satellites only needed to be up for a few months out of the year during the Hamel Athletic Club's season (May-July).

A motion was made by Hilberg and seconded by Thies to recommend approving the Hamel Athletic Club's request to allow one satellite bathroom at the lighted field and one by the tennis courts at the Hamel Athletic Club's expense. Motion passed unanimously.

There was a general consensus that this request should be expedited as the Hamel Athletic Club is already half way done with their season. Staff will look into if any further council action would be needed for this request.

6b) Park Signs

Hunter Lions Park: Benson stated that the Hamel Lions had requested this item be added to the agenda to discuss the location/relocation of the current Hunter Lion's Park Sign.

Benson stated that the City of Medina had already purchased a new two-sided uniform park sign for Hunter Lion's Park that was previously planned to be placed in the location of the current Hunter Lion's Park sign.

There was a lengthy discussion if the new uniform park sign could be placed in the flower bed landscaping where the current sign is located or if the landscaping would need to be moved ten feet back to meet setback requirements in the current sign ordinance.

Scherer stated that he had been talking to City Planner Dusty Finke regarding the issue of the new sign being non-conforming because it would need to be moved 10 feet back from the right-of-way. Scherer said this may require the City to have to move the current landscaping rocks ten feet back, but he would argue that the current sign could be replaced with the new sign and be less non-conforming because it has a smaller face and meets the height requirements.

Ray Essendrup, 3300 Red Fox Drive, questioned if the current sign would be grandfathered in just the way it stands when discussing the current sign ordinance and the new sign being nonconforming.

Benson stated that the current sign would be grandfathered in because it was installed before the new sign ordinance was approved.

Dykhoff questioned where the Park Commission would move the current sign if the new sign went in its place.

Benson stated that the Park Commission discussed moving it in front of the basketball court or in the baseball outfield, but no final decision has been made at this time.

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Dykhoff made a suggestion that the new sign could be placed underneath the current sign parallel with the road.

It was noted that the new sign is two-sided. Discussion also occurred any other park signs were going to be two-sided, specifically the entrance sign of Brockton Lane to Hamel Legion Park.

Scherer stated that only a one-sided sign was ordered for the Brockton Lane entrance.

Bill Roberts, 3310 Red Fox Drive, stated that his property abuts Hunter Lions Park. He felt there was no issue with visibility with the current sign and the current height, but was concerned that the new sign might cause some visibility problems.

Waytas stated that he can relate with the Lions' concern with visibility if the new sign was flush on the ground. He said that when he drops his kids off at baseball in Hunter Lion's Park there are always kids running along the trail that runs across the parking lot's entrance and exit and a low sign would cause visibility issues.

Scherer stated that the back end of a vehicle would be past the sign before crossing in front of the trail.

Dykhoff reiterated his idea to place the new sign inside the current sign or suggested waiting another 15 years until the wooden sign is in really bad shape before replacing it.

Smith stated that she understands that the Lions are hurt by the idea of their sign getting moved, but the City has decided to have uniform park signs. Smith asked the Lions to help the City decide where to move the Lions' current sign.

Benson stated that he would hope that the Lions would continue to take care of Hunter Lions Park and some day down the road when the current sign got in really bad shape that the Lions would want to rebuild it as a historical sign. Benson suggested that the Lions could become a pioneer in the Park Commission's new Friends of the Park Program and could become the first Friends of the Park at Hunter Lions Park.

Hilberg referenced the new sign ordinance and did not think that putting the new sign in the current sign bed qualified as a legal nonconforming sign because expansion is not allowed which is defined as any structural alteration, change or addition that is made outside of the original sign structure, sign area or design.

Hilberg stated that it was his impression that if the city left the current sign it would be legal, but if it is replaced it would be non-conforming and should have to go through the variance process.

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Smith stated that the new sign should be put in the current landscape bed without having to move the landscape bed back ten feet since the road alignment may change when the Holasek property develops and it might need to be moved again.

Hilberg stated that since it is unknown if the landscape bed will need to be moved if the road is re-aligned, it would make more sense and cost less money to leave the current sign up until it is known what will happen with the road.

A motion was made by White and seconded by Thies to recommend putting the new sign in the current landscape bed location if it is okay with the planning department. Motion passed 4-2 (Hilberg and Waytas Opposed).

Staff will work with the Hamel Lions to discuss options on where to put the current sign within the park and bring back ideas at the next meeting.

Medina Morningside Park: Scherer stated that the best location for the park sign in Medina Morningside Park would be on the east side of the playground equipment. The sign can not be centered in the park because it would be in the baseball play field.

There was a general consensus to place the sign where Scherer suggested.

Walnut Park: Scherer stated that if the Park Commission wants the sign at Walnut Park centered, it would be behind an Ash tree. He questioned whether the Park Commission wanted the Ash tree cut down or if the sign should be placed off center.

There was a general consensus to not cut down the Ash tree and place the sign a little off center.

Maple Park: Scherer stated that Hennepin County had right-of-way from County Road 19 to the top of the slope of the sledding hill. He recommended placing the sign where the Satellite currently sits at an angle to be able to see it from the road.

There was a general consensus to place the sign where Scherer suggested.

6c) Park Tour Follow-up

The Park Commissioners agreed to discuss any follow-up park tour items during the 2011 C.I.P. discussion.

7) 2011 Capital Improvement Plan (C.I.P.)

Gallup explained the Park Dedication Fund section of the Financial Management Plan that was recently adopted by the City Council. This document is a bigger picture tool to help project the expenses, revenues, and cash balance of the fund over the next ten years.

White reported that Mayor Crosby asked the Park Commission to prioritize park projects within the C.I.P.

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The Park Commission reviewed the current fund balance minus the remaining 2010 C.I.P. projects. There was a general consensus to change a few 2010 items to save park dedication dollars today.

- Holy Name Park – Pier/dock move to 2012
- Rainwater Nature Area – electrical box screening remove completely
- Hunter Drive Trail – move to 2011 if do not do this year
- Hamel Legion Park – benches by playground equipment – change to 100% by donation.
- Hamel Community Building – move shading of building to 2011

The following changes were made to the 2011-2015 C.I.P. that were not noted above.

- Remove irrigation system for community building and ball fields
- Hunter Lions Park – move \$20,000 from 2012 to 2011 for sewer/water line connection
- Tomann Preserve – move \$5,000 for park development from 2011 to 2013
- Independence Beach Neighborhood Trail Connection – remove from C.I.P.
- Hamel Legion Park – Parking in NE area of Park – move \$125,000 from 2012 to 2014; add grants and donations to revenue source
- Hamel Legion Park – Ball field lights – change \$125,000 to \$135,000 for 2012 for field one; add \$100,000 in 2013 for field two; add \$100,000 in 2014 for field three; add \$100,000 in 2015 for field four; add grants and donations to revenue source
- Hamel Legion Park – Scoreboards – add to 2015 with a funding source of donations
- Add hockey rink, warming house and toilet facility to 2015; locations to be determined

The Park Commissioners realize that not all of the projects being proposed will get done with the current park dedication fund balance.

Staff will bring back an updated 2011-2015 C.I.P. to the July meeting to be recommended by the Park Commission to the City Council for approval.

8) Field House Recognition Event

Gallup reminded the Park Commissioners that the Field House recognition event has been scheduled for Wednesday, June 23rd at 5:30 p.m. and requested that the Park Commission determine who should speak at the event.

The Park Commission recommended that the following people speak at the event:

- Ben Benson will be the coordinator of ceremonies
- Mayor Crosby
- Gerry Dykhoff as donor coordinator
- Someone from the Hennepin Youth Sports Facility Grant

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- A kid in the Hamel Athletic Club program (or coach)

The event will take place by the trail in front of the field house.

9) County Road 116 Trail Donation Recognition

The Park Commission was asked to recommend a way to recognize the individual property owners that donated easements to the City for the County Road 116 trail.

It was noted that the City has previously recognized these individuals in a County Road 116 newsletter that was mailed to all the property owners along the trail and some residents of Foxberry Farms.

There was a general consensus to hold a grand opening/ribbon cutting event similar to the field house grand opening event. The people that donated easements would be recognized and presented with a certificate at the event. The event could be advertised through the *Medina Message* Newsletter and on the City's website.

10) Active Park Study Area One

Staff updated the map and description for active park study area one per the direction from the Park Commission at the April 21st meeting.

The Park Commissioners reviewed the document and recommended adding enough acreage to area four (access to Medina Lake Preserve) to allow five parking stalls.

A motion was made by Hilberg and seconded by Thies to recommend approval of the plan for active park study area one with the noted change. Motion passed unanimously.

11) Staff Report

- a) Wetland Buffer: The Park Commission discussed ideas on how they could promote best management practices. White stated that people respond when it is good for their pocketbook. The message needs to address how mowing less (away from wetland) will save time and money, and it is good for ecology. Property value will also decrease if water is impaired. The Park Commission agreed to table this discussion and bring it back to the July meeting to discuss further.
- b) Ball Field Lights Funding Policy: Staff gave an update that the Park Commission's recommendation was brought to the City Council on May 4th, but no action was taken. Staff met with Hamel Athletic Club (HAC) representatives to discuss the need and process. HAC will be bringing back a report at the July 6th City Council meeting, where the City Council will revisit the policy recommendation.
- c) General Items: None.

12) Adjourn

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

The meeting was adjourned at 10:00 p.m.

Minutes prepared by Jodi Gallup.