

Medina Park Commission Meeting Minutes

June 17, 2009

Medina City Hall

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The Park Commission of Medina, Minnesota met in regular session on June 17, 2009 at 7:00 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, and Janet White

Commissioners absent: Chris Hilberg and Paul Jaeb

Also present: Jodi Gallup and Carolyn Smith

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

3) **Approval of the Minutes**

• **May 16, 2009 Special Meeting**

- Page 1, under Medina Morningside Screening: ...screened hedge that runs along the ~~backside~~ north side of the park. Neighbors have asked about having the old screening on the east side of the park cleaned out...Scherer said he will ~~check into what can~~ contact local resources on what should be done.

- Page 1, under Holy Name Lake/Park: ...The consensus was to place the sign closer to the road along the ~~left~~ west side...

- Page 2, under Rain Garden and Lakeshore area: It was suggested to add stepping stones from the bottom of the trail to the rain garden. ...he would let the new lawn mowing company know ~~to start mowing back from the water several feet~~ about the appropriate buffer to the lake.

- Page 2, under Hamel Legion Park: Donated Benches, Tables, Etc.: The Park Commission preferred that the donation signs on donated items such as benches and tables be more subtle.

- Page 3, Under Lakeshore Park: Scherer suggested doing some riprap, which will be filled with dirt...

A motion was made by Ben Benson and seconded by Madeleine Linck to approve the minutes with the noted changes. Motion passed unanimously.

• **May 20, 2009 Regular Meeting**

-Page 4, Under Comprehensive Plan Park Study Area, third paragraph: The active park circle ~~north of Holy Name~~ in east central Medina should be the second priority.

A motion was made by Madeleine Linck and seconded by Ben Benson to approve the minutes with the noted change. Motion passed unanimously.

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

5) **City Council Update**

Council member Smith updated the Park Commission that the City Council:

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- Discussed a merger between the Loretto and Hamel Volunteer Fire Departments. A report will be brought back to the Council by the end of the year.
- Continues addressing road improvement projects by evaluating the assessment policy in rural areas vs. neighborhood streets like Cherry Hill.
- Discussed the 2010 budget in a work session.
- Approved a new ordinance on institutional land uses in the Rural Residential district.
- Continues working on getting sign quotes for a new monument sign in Uptown Hamel.

6) **Uniform Park Signs**

The Park Commission reviewed two sample park sign designs that were created by graphic design artist Lori Dalrymple and had a few changes:

- Remove the address of the park
- Make park name larger
- Remove “Park Closes at 10 p.m.”
- Remove M watermark
- Use the colors of the sign in the white frame
- Use the design of the other sign with the logo on top.
- The Park Commissioners liked the idea of having a curve on top and bottom of the sign to give it more character than a square sign
- Since there will not be as much text on the sign, it can be narrower

The Park Commissioners read descriptions of various types of sign materials and there was a general consensus to use a cost effective low maintenance material.

The Park Commissioners requested to have Paul Jaeb follow up with the sign companies to see if he can get sample material for the next meeting to see what type of sign material should be used.

7) **Hamel Legion Park Master Plan**

White reported that the Sub-committee consisting of Linck, Hilsberg, White, and Scherer had met and prepared a map and descriptions of the designated areas to be addressed in the Hamel Legion Park Master Plan.

Benson questioned why some areas such as the storm water pond, picnic shelters, skating rink, baseball field and the lighted ball field were not identified. There was a general consensus to create two more areas on the map incorporating all of the above mentioned park features.

The Park Commissioners reviewed the draft Request for Proposal to be distributed to qualified consultants.

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A motion was made by Janet White and seconded by Madeleine Linck to approve the Request for Proposal, map, and preliminary concept outline. Motion passed unanimously.

8) 2010 Capital Improvement Plan

Gallup gave a general overview of the City of Medina's Capital Improvement Plan (CIP) and the City's various funding sources. It is the job of the Park Commission to recommend the CIP for city parks. Park dedication funds may only be used for capital improvements, not maintenance items.

Gallup reported that she had reviewed the CIP with Scherer and included the items that were discussed at the last Park Commission meeting.

Some of the additional items discussed for the 2010 CIP and beyond are as follows:

Trails

- Willow Drive - Follow up with the City of Orono to see if this trail is a high priority in Orono's plan and move from 2011 to 2010
- Hunter Drive Trail - Move from 2010 to 2011
- Independence Beach Neighborhood Connection Trail - Move from 2011 to 2010

Hamel Legion Park

- Bench by fire pit (2012)
- Playground equipment (2011 & 2014)
- Benches by playground (2010)
- Concession building green elements (2009 or 2010)
- Trash/recycling receptacles (move to 2010)

Hamel Community Building

- Landscaping (2011)

Medina Morningside

- North side landscaping (2011)

Holy Name Park

- Move bathroom enclosure (2010)
- Picnic Shelter (move to 2012)

Lakeshore Park

- Erosion Control (2010)

Maple Park

- Playground Equipment (move to 2013)

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Walnut Park

- Signage (2014)

Rainwater Nature Area

- Bridge by New Trail (move to 2011)
- Trees (2011)

Medina Lake Preserve

- Benches (2010 & 2011)

Tomann Property

Park Development (2010 & 2011)

9) Staff Report

- a) Field House Task Force Update: Gallup reported that the architects have submitted the field house application and plans to the Planning Department for review. If the application is deemed complete, it will be discussed in a public hearing at the July Planning Commission meeting.
- b) General Items: Gallup reported that the City Council accepted Brian Kingsley's resignation from the Park Commission and directed staff to contact the last applicant to see if he is still interested.

9) Adjourn

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

The meeting was adjourned at 9:36 p.m.

Minutes prepared by Jodi Gallup.