

Medina Park Commission Meeting Minutes

July 15, 2009

Medina City Hall

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The Park Commission of Medina, Minnesota met in regular session on July 15, 2009 at 7:05 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, Chris Hilberg (7:08), Paul Jaeb (7:10) and Janet White

Commissioners absent: Bill Waytas

Also present: Linda Lane, Steve Scherer and Carolyn Smith

2) Additions to the Agenda: Steve Scherer and Linda Lane added to the agenda the final proof of the signage for Holy Name Lake Park, which includes an educational demonstration for stormwater infiltration and erosion control. Discuss the possibility of combining the Open House for Holy Name Park with Medina Celebration Day.

3) Approval of the Minutes

A motion was made by Ben Benson and seconded by Janet White to approve the minutes with no changes. 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:

- Passed an ordinance amendment which would lift the moratorium on religious institutions;
- Directed staff to prepare the resolutions for preliminary/final plat and site plan approval for the Wrangler's Restaurant;
- Passed an ordinance amendment for public nuisances, since the foreclosure situation has been causing some nuisance problems;
- Approved the Park Commission appointment
- Got quotes for a trash enclosure to be placed behind City Hall to get into compliance, at a cost of approximately \$10,000;
- Discussed the following items concerning the new Public Works facility: 1) how to finance in the future, 2) extensive public info process, and 3) working with Hennepin County to have the facility on their site;
- Accepted a \$2500 grant from Centerpoint Energy for the Police Department to purchase new equipment for the safe program;
- Briefly discussed two upcoming ordinances: Residential Ordinance to fit with the new comp plan, which was accepted by the Met Council and Mixed Use, since we have someone interested in a large piece of property in Medina for mixed use;

6) Hamel Legion Park Field House Review

The Planning Commission had reviewed the field house plans and held a public hearing on Tuesday, July 14th. The plans that had been reviewed and the report by Planning

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Assistant Debra Peterson-Dufresne outlining the project were included in the packet. No one that was at the Planning Commission meeting the night before was in attendance to report on the outcome of the meeting.

Scherer presented the project and updated the Park Commissioners on the Planning Commission's recommendations to the City Council for the July 21st meeting. He also discussed some of the changes laid out in the report and what those changes would mean for the project as a whole, as well as the possibility that the second phase would be bid as an add-alternate.

7) **Uniform Park Signs**

Paul Jaeb went over each of the material and style samples he brought to the meeting, explaining the qualities of each. After meeting with the sign company and discussing what the Park Commission was looking for, his recommendation was to go with the Balsa Wood, which he felt was the best choice for durability, since the redwood and cedar have a tendency to warp and are harvested and therefore not a renewable product. The majority of the Park Commission felt the Balsa wood seemed like the best of all the samples that Jaeb had presented to them. After looking at the pictures that Jodi Gallup had included in the packet, the Park Commissioners stated that they liked the Foxberry Farms sign the most, other than smoothing out the hump slightly; and asked to have Gallup find out how long it has been up, what materials were used, and what company had made the sign.

There was brief discussion concerning the square bottom with only the top curved, or a curved bottom and top. The consensus was to go with the square bottom with the curved top, since it seemed to match best with the new City logo. Posts were discussed and whether they should be treated wood or if there was another option. Scherer said there needs to be some research done on life expectancy and what will match the sign best. They asked to have staff check the ordinance to see if there is a specific sign height limit. Jaeb mentioned that he and Gallup would be meeting next week to discuss comments from the Park Commission and come up with an RFP to send out. Background color was discussed, as well as what color the lettering and border should be. The consensus was that the background should be beige in color, similar to the Foxberry Farms sign, with the lettering and border surrounding the sign to be done in dark brown.

It was brought up that they may need a special meeting concerning the final decision on the signs to speed things up and get the quote sheets sent out before the next Park Commission meeting. The final consensus was to schedule the special meeting at 5:00 p.m. the same afternoon as the Mayor's party, Wednesday, July 29th, since all members would be attending.

A motion was made by Ben Benson, seconded by Paul Jaeb, to schedule a special meeting for Wednesday, July 29th at 5:00 p.m. Motion passed unanimously.

8) **Hamel Legion Park Master Plan**

After brief discussion concerning the fact that Bonestroo was an appropriate fit to serve as the consultant for the Hamel Legion Park Master Plan, Thies asked for a motion.

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A motion was made by Benson, seconded by White, to recommend to the City Council appointment of Bonestroo as consultant for the Hamel Legion Park Master Plan. Motion passed unanimously.

The Park Commission discussed the Open House scheduled to take place during the regular meeting on August 19th, to discuss the Hamel Legion Park Master Plan and that it would make sense to hold the meeting at the Community Building.

A motion was made by Benson, seconded by Linck, to change the location of the August 19th regular meeting and the Open House for the Hamel Legion Park Master Plan to the Hamel Community Building. Motion passed unanimously.

9) Staff Report

- a) Park Commission Appointment: Commissioner Thies gave some background on Mr. Waytas and the expertise he would bring to the Commission especially where trails were concerned.
- b) Forming a Lake Group Presentation: Reminder to the Park Commission to attend the August 12th presentation of Forming a Lake Group. There will also be an invitation sent out to property owners that live on the various bodies of water in the City.
- c) 2010 Capital Improvement Plan Update: Scherer went over some of the changes and suggestions staff had made after reviewing the Park Commission's recommended Parks CIP, which will be passed on to the City Council to be considered at the budget work session. Pedestrian crossing at 101 – Ann Thies made a recommendation to put \$25,000 in the 2011 budget and see where we are at with need and cost once again at that time. Trail seal coating will be done on a three year rotation, and it was suggested that the seal coating and other maintenance items be switched over to a separate park maintenance budget listing, rather than the Park CIP.

A motion was made by Benson, seconded by Hilberg, to make a recommendation to the City Council approving the changes to the CIP as laid out in Gallup's memo. Motion passed unanimously.

d) General Items:

- Lane spoke concerning the draft copy of the Holy Name Lake Park sign that was handed out at the beginning of the meeting. After looking over the draft sign, the commissioners felt it was very important to have a description of the importance of a Buffer Zone (why not to mow down to the waters edge – keeps geese back further, encourages wild life habitat, etc.) and an explanation of the recommended buffer minimum from the City's Ordinance. There was also brief discussion concerning the Open House for Holy Name Park now that the work is completed. Lane suggested as long as it is this late in the season and we will have to wait a few weeks to get the sign finished and installed, why not have it the same day as the Medina Celebration Day, either right before or during, with shuttles running back and forth. The Park Commission thought that was a great idea and felt it would be best to schedule it from 3:00-4:00 p.m., just before the regularly scheduled Medina Celebration Day. Councilor Smith suggested forming a small committee, which she was willing to head

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up, to help with the plans for the Open House celebration, with Benson and Linck volunteering to help her on that committee.

A motion was made by Linck, seconded by Benson, to hold the Open House at Holy Name Lake Park on September 26th from 3:00-4:00 p.m. Motion passed unanimously.

- Scherer updated the Park Commission concerning the 116 trail. He said he had reached agreements with all but one of the landowners located along 116 Trail, and is working to get the easements signed at this time. He also informed the commissioners that representatives of Flagship have indicated they will donate a trail easement.
- Scherer stated that he would be meeting with a boy scout who needs an eagle project and his master tomorrow. He had a few suggestions for projects, but was not sure exactly what they were looking for.

Formal request by Thies to have staff follow up on the horse trail that was supposed to be installed alongside the bike trail which runs parallel to County Road 19. Councilor Weir has been meeting with Sarah Wyatt and Thies wondered if it would be possible for the Park Commission to receive information concerning the outcome of those meetings by the next Park Commission. Improvements to the Homestead Trail were also briefly discussed.

9) Adjourn

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

The meeting was adjourned at 9:15 p.m.

Minutes prepared by Linda Lane.