

Medina Park Commission Meeting Minutes  
November 18, 2009  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on November 18, 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, Paul Jaeb, and Janet White

**Commissioners absent:** Bill Waytas & Chris Hilberg

**Also present:** Jodi Gallup and Steve Scherer

- 2) Additions to the Agenda:** Add field house project update including grant application and add bird house installation. Moved by Jaeb and seconded by Benson. Motion passed unanimously.

**3) Approval of the Minutes**

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- Section 5: Dave Thill, Hennepin County Environmental Services
- Section 5: ~~Develop a work plan for pasture management—U of M Extension presented.~~ Betsy Wieland, University of Minnesota Extension Service, was present at the meeting to discuss a services agreement for her to create a work plan for manure and pasture management
- Move recognition for field house donations to staff report.
- Section 7a: ... Sarah Wyatt, Three Rivers Park District Representative for the City of Medina, ...
- Section 7c: Minnesota Land Trust...
- Section 7d: Orono Assistant City Administrator, Gaffron,...

*A motion was made by Benson and seconded by Linck to approve the minutes, with the noted corrections. 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:

- Had a special session to review the budget and discussed a 1% increase that will be finalized at the December 1<sup>st</sup> City Council meeting.
- Included a Public Works Facility Fact Sheet in the next Medina Message newsletter. The City Council will be discussing the project at the December 1<sup>st</sup> meeting.
- Passed the business park zoning ordinance and new driveway width ordinance.
- Had an open space presentation and requested materials be given to Park and Planning Commissioners.
- Approved a resolution giving local approval for a potential new large business in Medina to get financing through a joint powers agreement with the City of Minneapolis and Hennepin County.

- Approved the 2010-2030 Comprehensive Plan, which has been approved by the Metropolitan Council.
- Carolyn Smith met with a resident and her two daughters that are interested in going door to door to do waste sorts and promote organics recycling.

**6) Uniform Park Signs**

Jaeb handed out a sheet that gives facts on the proposed routed plastic material. He noted that the material is vandal proof, water proof, and made from recycled plastic.

Jaeb reviewed all the elements of the signs that the Park Commission had previously discussed and that he and staff were recommending including:

- 4 x 4 cedar posts stacked two thick and cut at an angle. Not fiber force posts
- Words on sign to be v-grooved and logo to be inserted not filled
- Sign color will be tan with inside letters brown
- Sign thickness should be  $\frac{3}{4}$  inch (same as sample)
- All signs should be one-sided except Hunter Lions Park

Scherer stated that a Park is a destination. The signs do not need to be two-sided if the signs are placed far enough back and at the right angle. It was discussed if Holy Name Park should also be a two-sided sign, but it was determined it should be one-sided for now. The City could always order a second panel for the sign if it was needed in the future.

The Park Commission looked at the sample v-groove signs in Columbia Heights and Eagan and determined the cedar posts looked more natural than the originally suggested fiber force posts.

Scherer suggested that the City should install the signs to save money and to be able to afford landscaping around all the signs.

The Park Commission briefly discussed landscaping and agreed that the landscaping looked nice around the City of Eagan Northview Park sign and Columbia Heights Sullivan Park sign.

*A motion was made by Linck and seconded by Benson to recommend to the City Council the above sign elements to be used for the uniform park signs. Motion passed unanimously.*

**7) Field House Donation Recognition & Project Update**

The Park Commission looked at pictures of the current donor wall located in Hamel Legion Park and suggested recognizing the donors of the Hamel Field House project on the donor wall. It was discussed that there could be some verbiage recognizing the organizations that donated to the project and separate verbiage recognizing individuals that donated to the project. The Park Commission discussed using some method of

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calculation to determine which individuals should be specifically recognized. An example would be recognizing anyone that contributed at least 3% of the total project cost should be individually recognized.

Scherer showed the Park Commission pictures of the Field House construction and stated that the lift station was finished, the storm pipe was in and would be finished in the spring, and the building footings, underground work, and framing was complete. He stated that there was one small plumbing change order that was approved and staff was working on getting a few other change orders resolved.

Gallup updated the Park Commission that the City had applied for a grant from the Hennepin Youth Sports Facility Grant Program in the amount of \$100,000 to finish a few of the items that were not originally budgeted. If the City does not receive funding from the grant, we will have to use more Park Dedication dollars. A few of the items included in the grant application were paying for a garbage enclosure, NSF refrigerator, and the baseball field fencing.

**8) Staff Report**

- a) Tomann Parcel Maintenance Plan: The City is still waiting on Dave Thill to finish the maintenance plan.
- b) General Items:
  - 2009 Goals: The Park Commission reviewed their 2009 goals and had completed almost all of their projects. Smith congratulated the Park Commission for all their hard work this year and asked that the City Council be updated at the December 1<sup>st</sup> meeting.
  - Park Commission Appointments: Gallup reminded the Park Commission that two seats will be open for appointment/reappointment beginning January 1, 2010. The application deadline is December 18<sup>th</sup>.
  - Cancel December Meeting: *A motion was made by White and seconded by Jaeb to cancel the December 16<sup>th</sup> Park Commission meeting. Motion passed unanimously.*
  - Routine Items: This suggested that staff create a list of routine items that should be reviewed each year by the Park Commission including grant applications, bird watching event, January goals for the year, spring park tour, and CIP review.
- c) Bird House Installation: Linck and Benson stated that they have installed four bird houses at Medina Lake Preserve and still plan to install more bird houses at Rainwater Nature Area. Linck stated that Public Works will still need to install the PVC pipes. Linck volunteered to check the bird houses in the spring.

**9) Adjourn**

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

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**The meeting was adjourned at 8:17 p.m.**

Minutes prepared by Jodi Gallup.