

Medina Park Commission Meeting Minutes
January 17, 2018
Medina City Hall
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The Park Commission of Medina, Minnesota met in regular session on January 17, 2018 at 7:00 p.m. at Medina City Hall. Park Commission Chair Steve Lee presided.

1) Call to Order

Commissioners Present: Steve Lee, Elizabeth Weir, John Jacob, Lisa Cole, Jeff Rumsey, Ann Thies, Mary Morrison, and youth members Lauren Lubenow and Ella Kingsley.

Commissioners Absent: None

Also Present: Assistant City Administrator Jodi Gallup, Public Works Director Steve Scherer, and City Council member John Anderson.

2) Introductions of New Park Commissioners

A brief introduction of members took place.

3) Appointment of Officers: Chair, Vice Chair & Secretary

A motion was made by Weir and seconded by Jacob to nominate and appoint Steve Lee as Chair. Motion passed unanimously.

A motion was made by Lee and seconded by Jacob to nominate and appoint Elizabeth Weir as Vice Chair. Motion passed unanimously.

A motion was made by Lee and seconded by Weir to nominate and appoint John Jacob as Secretary. Motion passed unanimously.

4) Additions to the Agenda

There were no additions to the agenda.

5) Approval of the Minutes from:

• December 20, 2017 Regular Meeting

A motion was made by Weir and seconded by Morrison to approve the minutes from December 20, 2017 with the correction of one date: 2050 should be 2025 on page 3. Motion passed unanimously (Thies abstained).

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

7) City Council Update

Council member John Anderson thanked the Park Commissioners for their invaluable service to the City, stating that they provide a very important source of information, guidance, and good policy recommendations to the City Council.

Anderson updated the Park Commission on recent City Council actions.

8) 2018 Goal Setting Session

The Park Commission discussed their list of annual goals for the year. The following goals/actions were created:

- Balance park dedication budget and revenue sources with planned spending
 - Review Park Dedication Ordinance
 - Look at other revenue sources (grants, donations, general fund, etc.)
- Update Park and Trail Master Plan to align with 2040 Comprehensive Plan
 - Update trail priorities within master plan
 - Discuss trail maintenance – life of trail
 - Address off-set shoulder trails such as Medina Road and Hamel Road – work with Hennepin County to bump out shoulder on Hamel Road when they pave
 - Continue to work on connecting Medina Morningside to Baker Park Reserve (look at shortest/most direct route)
 - Create Master Plan Subcommittee: Cole, Rumsey, and Jacob
 - Review first draft at March meeting
- Review baseball funding policy
 - Create Subcommittee: Weir, Lee, Cole
 - Review at February meeting
- Create a Donation Program Policy
 - Create Subcommittee: Thies – need additional volunteers.
 - Review at June meeting
- Conduct a thorough review and overhaul of existing Park/Trail Capital Improvement Plan
 - Update 2019-2023 Capital Improvement Plan (CIP) at June and July meetings after Spring Park Tour
- Assigned parks to each of the Park Commissioners to visit their parks and bring short and long-term recommendations to the April meeting prior to the May Park Tour.
 - Weir: Holy Name Park & City Hall
 - Jacob: Rainwater Nature Area
 - Morrison: Lakeshore Park & Walnut Park
 - Cole: The Park at Fields of Medina
 - Rumsey: Hunter Lions Park
 - Thies: Tomann Preserve
 - Lee: Hamel Legion Park and Maple Park
 - Kingsley: Medina Morningside Park
 - Lubenow: Medina Lake Preserve

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- Review possibility of installing a bench at Lakeshore Park now that water level is lower
- Tasked Youth Members to think about a project that they can contribute to the parks while on the Park Commission
 - Weir suggested helping with Bluebird Houses
 - Kingsley showed interest in building a Little Free Library in one or more of the City's neighborhood parks.

9) Staff Report

- Gallup stated the importance of Park Commission representation at City Council meetings and asked Park Commissioners to make every effort to attend their scheduled meeting or switch with another Park Commissioner.
- Gallup handed out a 2018 meeting calendar, noting that the August Park Commission meeting will be held on the 4th Wednesday (August 22nd) instead of the 3rd Wednesday due to the Primary Election on August 14th and the Planning Commission meeting being bumped to August 15th.
- Scherer stated that his crew has had to remove a number of dead trees in Harriet Woods in the Enclave Development. He stated that they plan to plant new trees from the City's tree fund. Cole stated that her neighbors have expressed interest in a tree planting service project; she will reach out to them.

10) Adjourn

A motion was made by Weir, seconded by Thies and passed unanimously, to adjourn the meeting.

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

Minutes prepared by Jodi Gallup