

Medina Park Commission Meeting Minutes  
June 20, 2018  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on June 20, 2018 at 7:00 p.m. at Medina City Hall. Park Commission Chair Steve Lee presided.

**1) Call to Order**

Commissioners Present: Steve Lee, Ann Thies, Mary Morrison, John Jacob, Elizabeth Weir, Lori Meehan

Commissioners Absent: Jeff Rumsey and youth members Lauren Lubenow and Ella Kingsley

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

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

**3) Approval of the Minutes from:**

April 18, 2018 Regular Meeting

*A motion was made by Weir and seconded by Morrison to approve the minutes from April 18, 2018 as presented. Motion passed unanimously.*

May 16, 2018 Park Tour Meeting

*A motion was made by Weir and seconded by Jacob to approve the minutes from May 16, 2018 as presented. Motion passed unanimously.*

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

**5) Maple Park Pavilion Eagle Scout Project – Mark Richelsen**

Richelsen provided the Park Commission with an updated schedule of when the work would be complete for his proposed pavilion project. He stated that he has received the Boy Scouts' approval for the project last Friday and plans to complete the pavilion by mid-August.

Richelsen discussed the scope of work breaking down the City's scope of work and his scope of work to complete the project. The City will provide gravel, sand, edging, cement for footings, support posts, and beam brackets. The City will prepare the site, deliver materials, pour footings, attach posts, dig foundation, and install edging. Richelsen will provide 2x12 beams for box frame, 2x4 for roof ribs, plywood for roof, tar paper for roof, shingles for roof, hurricane clips for attaching roof ribs, nails, screws, bolts, washers and

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nuts. Richelsen and BSA Troop 537 will fundraise approximately \$1,500 for the project, provide tools and equipment, lay paver bricks for the floor, build the pavilion roof.

The Park Commission commended Richelsen on his well-planned and detailed proposal and thanked him for his willingness to build a pavilion in Maple Park.

*A motion was made by Weir and seconded by Meehan to recommend approval of Mark Richelsen's Maple Park Pavilion Eagle Scout Project. Motion passed unanimously.*

**6) City Council Update**

Anderson updated the Park Commission on recent City Council actions. He stated that the City Council had a budget work session the night before and discussed allocating annual money into the municipal park fund as a way to create a steady flow of income dedicated toward future park and trail replacement needs.

**7) Park Tour Follow-up Discussion & 2019-2023 Capital Improvement Plan**

The Park Commission discussed their observations as detailed below about each park from the May park tour to address maintenance needs and to begin thinking about future budget needs.

Maple Park

- Look into diversifying the types of trees within the park and include disease resistant trees
- Keep some open space in this park
- Parking lot will be paved and pavilion will be built in 2018

Lakeshore Park

- Add a bench by the water
- The shoreline was littered with fish kill and did not look very appealing
- Contact playground company to get ideas on equipment for older children
- Part-time Public Works employee to clean-up buckthorn

Park at Fields of Medina

- Replace a few melted sport court tiles
- Liked rubber surface in playground area and want to look into including it in future park improvements as needed.

Hamel Legion Park

- Phase out current advertising on dugouts and set more clear standards for size, location, and color

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- Look into a location for a Cricket Pitch
- Discussed moving the batting cage closer to the Brockton Lane parking lot to reduce noise for the nearby neighbors

### Hunter Lions Park

- Tennis court needs to be replaced and possibly add a second court if space allows
- Wood chips need to be added to playground area
- New sand needs to be added to volleyball court
- Baseball association would like to eventually move the fence line to make field a regulation little league field

### Medina Morningside Park

- Replace the curb around the playground
- Add rubber surface under swings

### Rainwater Nature Area

- Trees were trimmed
- Add more pollinator plants to nature area

### Tomann Preserve

- Aspen is rotting and needs clear area to regenerate
- The trails were mowed and thistles were sprayed

### Holy Name Park

- The dock looks good
- The raingarden looks good
- A donation recently came in to place a memorial bench by the lake

### City Hall

- New plantings were recently added to the front and back entrances of city hall

Gallup reported that she would work with Scherer to come up with a draft 2019-2023 Capital Improvement Plan based on the comments received at this meeting to be further discussed at the July meeting.

### **8) Park Donation Program**

Thies presented her draft Park Donation Program and application form. The Park Commission discussed the program.

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Weir questioned if the participant responsibility should be removed as she felt it was too strict.

Morrison suggested adding language that the participant responsibility should be determined as agreed upon by the City.

Discussion occurred on the type of bike racks to be donated and it was determined the city would want non-rust galvanized bike racks.

Thies requested that everyone provide her additional comments on the policy and she will rework the language for a future meeting.

**9) Staff Report**

Gallup reported that the city has received an increased number of cricket players on our baseball fields, which has caused some concern from the baseball associations.

Gallup reported that she has received a few complaints about the tennis courts being rented out and stated that she plans on proposing an increased tennis court rental fee in future years.

**10) Adjourn**

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

The meeting was adjourned at 8:57 p.m.

Minutes prepared by Jodi Gallup