

Medina Park Commission Meeting Minutes  
September 19, 2018  
Medina City Hall  
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The Park Commission of Medina, Minnesota met in regular session on September 19, 2018 at 7:00 p.m. at Medina City Hall. Park Commission Vice Chair Elizabeth Weir presided.

**1) Call to Order**

Commissioners Present: Ann Thies, Mary Morrison, Elizabeth Weir, Lori Meehan, John Jacob, and youth members Lauren Lubenow and Ella Kingsley

Commissioners Absent: Steve Lee and Jeff Rumsey

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

**2) Additions to the Agenda:** Discuss survey results from Medina Celebration Day under staff report.

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

July 18, 2018 Regular Meeting

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

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

**5) City Council Update**

Anderson updated the Park Commission on recent City Council actions. He stated that the Park Commission has got the City Council's attention on the importance of funding the Municipal Park Fund and that the city will be hosting at least two open houses next year to get the residents' attention and seek their feedback on funding our parks.

**6) Three Rivers Park District – Baker Park Reserve Master Plan**

Gabrielle Grinde with Hoisington Koegler Group Inc. stated that she is a consultant working with Three Rivers Park District to update the Baker Park Reserve Master Plan. She said they are currently in the outreach and stakeholder engagement phase of the plan. Grinde stated that this plan will look 10 to 20 years into the future and when it is complete, they would like a resolution of support from the City of Medina.

Thies questioned if more development could happen at Baker Park Reserve since she believed they were already at their 20% maximum buildout. Grinde noted that they are

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only recommending development in the already developed areas of the park such as the campground area, playground area, and golf course.

The Park Commission provided the following feedback during the discussion:

- A trail connection from Deerhill Road into the park is important.
- Would like a trail along Parkview Road on Baker Park Reserve's side of the road.
- Look into what national research shows for desirable and new park features in a Park Reserve similar to Baker Park Reserve.
- Add more trails for dogs.
- Build a nature center near campground.
- Offer more programs to the general public.
- Provide an annual update on what is happening at Baker Park Reserve to the Medina City Council.
- Lessen restrictions on contract language to allow the city to plow Three Rivers Park District's trails in the winter months.
- Submit articles advertising programs, amenities, and nature to the City of Medina to be published in the *Medina Message* newsletter.

**7) OSI – Rezoning, Preliminary Plat, Site Plan Review – Park Dedication Review**

Gallup provided a brief staff report noting that Open Systems International, Inc. (OSI) has requested approval of various land use applications to allow for construction of a second building that will be 125,500 square feet on a separate lot north of their existing facility at 4101 Arrowhead Drive. She noted that the application requires a rezoning from Mixed Use to Business, which OSI received approval for the rezone from the City Council the previous evening. The plat and site plan need some adjustments and will be going back to the Planning Commission for review again in October.

Gallup noted the following options for Park Dedication purposes:

- 10% of buildable property, which would total 1.96 acres; or
- 8% cash-in-lieu, which would total \$170,960; or
- Combination of above.

Gallup displayed the park and trail planning map and discussed the future active park search area that touches the western edge of the property. She noted that the intent for that future park is to the west, which would be closer for the future residential development.

Gallup noted the trail plan shows a proposed trail along the future Chippewa Road, which is on the northern property line of Outlot A and recommended taking a trail easement.

The Park Commission discussed if they needed to take a trail easement along the west side of Arrowhead Drive. It was noted that there is an existing trail along Arrowhead Drive on the east side of the road.

Michael Kuklok with OSI stated that he would not desire a trail on the west side of the road, because the road right-of-way is already encroaching on their property due to the need to plan for future turn lanes.

Kuklok noted that their employees actively utilize private trails on OSI's property, and they have plans to expand their private trails as well.

There was a consensus of the Park Commission that a second trail along Arrowhead Drive on the west side of the road was not necessary as long as safe crossings are available to get to the trail on the east side of the road.

*A motion was made by Meehan and seconded by Morrison to recommend to the City Council to take a trail easement along the northern boundary of Outlot A and take the remaining dedication in cash. Motion passed unanimously.*

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

Thies reviewed the updated Park Donation Program with the Park Commission, noting that she scaled it back based on feedback from the last meeting. Thies asked that staff verify the costs of the park benches, bike racks, and other items listed in the program.

Weir suggested a few words such as "please" and "your donation" to soften the language on the application form.

*A motion was made by Thies and seconded by Jacob to recommend to the City Council the adoption of the Parks/Trails Donation Program. Motion passed unanimously.*

#### **9) Staff Report**

- Medina Celebration Day - Weir reported that she volunteered with Steve Lee at a parks & trails table at Medina Celebration Day. They solicited feedback from residents by asking what they liked about our parks and how we could improve them. Residents loved Medina's parks because they were well maintained. They also loved the trail connections, playgrounds, and soccer nets. Residents wanted safer trail crossings, bigger sandbox, repaired tennis courts at Hunter Lions Park, and a hockey rink.
- Park & Trails Survey - Gallup reported that she wanted to keep the conversation going by soliciting more resident feedback, so she created a survey, which is now

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live on the City's website. She advertised the survey in the *Medina Message* and in *Local Ties*.

- Co Rd 101 Tunnel – Scherer reported that the City's portion of the Co Rd 101 tunnel connection is now complete. He stated that Wayzata Schools still needs to complete their half.
- Brockton Road Trail – Scherer reported that Plymouth plans to install a trail along Brockton Road on their side of the road.
- Maple Park Pavilion – Gallup showed pictures of the completed Maple Park Pavilion and newly paved parking lot in Maple Park. The Park Commissioners, again, thanked Eagle Scout Mark Richelsen for his hard work.
- 2018 Park Commission Goals – Jacob recommended that all future comments from the Parks & Trails survey and the comments from Medina Celebration Day be included in the Park Commission's reoccurring goals update.

**10) Adjourn**

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

The meeting was adjourned at 8:15 p.m.

Minutes prepared by Jodi Gallup