

Medina Park Commission Meeting Minutes

April 18, 2007

Medina City Hall

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1.) Call to order

The Park Commission of Medina, Minnesota met in regular session on April 18, 2007 at 7:00 p.m. in the City Hall Chambers. Park Commissioner Chair Ann Thies presided.

a.) Commissioners Present: Ben Benson, Madeleine Linck, Bob Pastor, Ann Thies, Galen Bruer and Gerry Dykhoff

b.) Absent: Brian Kingsley

c.) Also Present: Jodi Wunsch, Steve Scherer, Carolyn Smith, and Open Space Planning Consultant Chris Behringer.

2.) Additions to agenda –

- Remove item number six (Burke/Miller Preliminary Plat)

3.) Approval of last meeting's minutes:

The March 21st meeting minutes were approved with the following changes:

- Page 1, section 5: “Carolyn Smith did not feel city staff should devote time to this project...” was changed to “Carolyn Smith did not feel city staff could devote time to this project...”
- Page 2, section 7: “He proposed smaller designs, of approximately 6 feet in diameter each” was changed to “He proposed separate smaller designs.”

A motion was made by Madeleine Linck and seconded by Bob Pastor to approve the minutes. Motion passed unanimously.

4.) Public comments: None

5.) Parks and Trails Plan Presentation for the Comprehensive Plan

a.) Open space planning consultant, Chris Behringer, presented on trail system planning and how open space is affected by parks and trails. Key points during the presentation were integrating the primary components of public involvement, context and environment, trail design, and project management to successfully develop a comprehensive trail plan.

After the presentation, questions and suggestions were discussed. Madeleine Linck asked if it was necessary to have a 10 foot wide trail. Resident Jim McCormick commented that it is most reasonable to do at least a 10 foot trail because the trucks are at least 10 feet wide. It could cost more to make it narrower because the trucks can not get in there and materials would have to be hauled.

Bob Pastor requested putting together a trail map with an inventory of surface types. Ben Benson felt that the park commission should update the 2003 trail plan with language that does not restrict the City.

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Carolyn Smith mentioned her fear in putting lines on paper because the Park Commission needs to be opportunistic. Smith asked the question on how to put lines on paper, but still be flexible if other opportunities come up. Chris Behringer suggested updating the City's master plan as a Comprehensive Trail Guide Plan; using the word "guide" helps keep it flexible. Galen Bruer suggested creating wide corridors instead of lines by linking origins to destinations to indicate our intent without knowing exactly where the trail will be located. Carolyn Smith liked the idea of creating an origin and destination map with overlay lines as a tool in creating the master trail plan.

Ann Thies asked why people have such a fear of trails. What do you do with NIMBY (not in my back yard)? Chris Behringer mentioned that trails actually increase the value of property, but people have an initial perception of crime. Trails actually make the area safer, because people are constantly walking on the trails.

- b.) Set additional meeting dates to discuss the park and trail plan for the comprehensive plan.
- Wednesday, May 2, 2007 - 6 p.m. to 8 p.m.
 - Monday, May 21, 2007 - 6 p.m. to 8 p.m.

A motion was made by Bob Pastor and seconded by Madeleine Linck to set the additional meeting dates and times. Motion passed unanimously.

~~6.) Burke/Miller Preliminary Plat & Park Dedication Fee~~

7.) Hamel Legion Park Plaza

RFP Criteria for Main Plaza

- Minimum square footage: 952 sq. ft.
- Location: 8 feet back from black top and 13 feet from the edge of the parking lot
- Two benches (8' each)
- Landscaping/plantings: native, minimal maintenance, nice with color in winter
- Get quote on permeable pavers and regular pavers
- Add on includes: water fountain and drinking fountain

RFP Criteria for Memorial Plaza

- 18 feet diameter
- Get quote on permeable pavers and regular pavers
- Flag pole located behind pavers
- Memorial plaque base of 6'6" x 14"
- Small shrubs (3' maximum height) with low maintenance
- Original location, but a couple feet closer to building

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There was a general consensus to include the fire pit into the same RFP.

A motion was made by Gerry Dykhoff and seconded by Ben Benson to request one RFP for the Hamel Legion Park Plaza, Memorial Plaza, and fire pit with the above specifications. Motion passed unanimously.

7.) Hamel Community Building Decorative Improvements

A brief report was given by Carolyn Smith to the Park Commission regarding Suzie Sween's concern on not being able to decorate the walls of the Hamel Community Building. She suggested putting up a border around the building with evenly spaced white hooks to help hang decorations from the wall. This will help answer everyone's question/concern on how they will be able to decorate for their special event. Suzie also thought that a chair rail should be added to the bottom of the wall to protect it from chair scuffs.

A motion was made by Ben Benson and seconded by Gerry Dykhoff to recommend to the Council to find the money to carry out Suzie Sween's request to add a boarder and chair rail to the Hamel Community Building. Motion passed unanimously.

8.) Comprehensive Plan Update

Ann Thies and Madeleine Linck reported that things were still moving along and progress is being made. The comprehensive plan panel has had six meetings and is finishing land-use discussions. There will be two more regular meetings and then they will break to have time to compile all the information discussed during the work sessions. An open house will be scheduled for the public some time in June.

9.) Staff Report

a.) Annual Park Tour – The tour was held on Saturday, April 14th. It was requested to add to the minutes the drive by of Maple Park and Lakeshore Park in Independence Beach. The park commission talked about a few outstanding items from the tour.

Basketball Court at Hamel Legion Park

- Park Commission only wanted one court; keep room for future court
- Location should be facing as far north-south as possible to keep the hoop away from direct sun light.
- No landscaping in RFP; it could be added later.
- Look into all surface options: concrete, asphalt, cement, recycled tires
- Project should be postponed until ready to go out for RFP for playground equipment; want construction at same time

Rainwater Park

- Need to get rid of dirt at top of park

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- Want to connect loop
- Gerry worried about steep slopes
- Incorporate trees along Hamel Road next year when plan is completed

A motion was made by Gerry Dykhoff and seconded by Madeleine Linck to move dirt from the top of the park and possibly move it down the slope on the west. Motion passed unanimously.

Hunter Lions Park

- A prairie burn permit was applied for with DNR
- Residents were all notified that it would take place in the coming week
- The Hamel Fire Department is volunteering to conduct the prairie burn for practice.
- It was suggested to write a thank you letter, put it in the newsletter, and get the newspaper reporters at the sight during the burn.

A motion was made by Galen Bruer and seconded by Gerry Dykhoff to direct staff to prepare a thank you letter to the Hamel Fire Department with the Park Commission Chair's signature. Motion passed unanimously.

b.) CIP Funds: Park Benches & Tables– Steve Scherer presented the funds available from the Capital Improvement Plan for park benches and tables in Holy Name Park, Maple Park, and Medina Morningside. There was a general consensus to have staff decide on appropriate locations and proceed.

c.) Tree Planting Locations – Metro West Inspections is donating 20 trees to the City to be planted at one of the City parks immediately following the City Clean-up Day on April 28th. The Park Commission discussed at which park would be most appropriate to plant these trees. There was a general consensus to plant the trees at Maple Park.

A motion was made by Bob Pastor, seconded by Madeleine Linck and passed unanimously to adjourn the meeting.

The meeting was adjourned at 9:55 p.m.

Minutes prepared by Jodi Wunsch