

Medina Park Commission Meeting Minutes
November 16, 2011
Medina City Hall
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The Park Commission of Medina, Minnesota met in regular session on November 16, 2011 at 7:03 p.m. in the Medina City Hall. Park Commission Vice Chair Paul Jaeb presided.

1) Call to Order

Commissioners Present: Paul Jaeb, Ben Benson, Madeleine Linck, Ann Thies, Jean Beaupre and Bill Waytas

Commissioners Absent: None

Also Present: City Council Liaison Melissa Martinson, Public Works Superintendent Steve Scherer and Assistant to City Administrator Jodi Gallup

2) Elect Park Commission Chair

Paul Jaeb was nominated to serve as Chair through the end of 2011.

A motion was made by Thies and seconded by Linck to appoint Paul Jaeb as Chair through the end of 2011. Motion passed unanimously.

3) Additions to the Agenda: Add Great River Greening Grant Opportunity before the Staff Report.

A motion was made by Linck and seconded by Jaeb to add Great River Greening Grant Opportunity to the agenda. Motion passed unanimously.

4) Approval of Minutes:

A motion was made by Benson and seconded by Beaupre to approve the minutes with no changes. Motion passed unanimously.

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

6) City Council Update:

Council Member Martinson updated the Park Commission on recent City Council actions.

7) Ball Fields at Hamel Legion Park

Gallup informed the Park Commission that the Hamel Athletic Club had informally requested changing some of the quad softball fields in Hamel Legion Park to either regulation little league fields or regulation baseball fields with pitchers mounds and

grassed infields. The Hamel Athletic Club program is now completely registered as a little league organization. This fall the Hamel Athletic Club paid for field improvements to the two fields to the north of the quad fields. With the recent field improvements, Hamel Legion Park now has one regulation baseball field, one regulation little league field and 4 softball fields. In order to get the little league tournaments in Medina, there would need to be more than one little league field.

The Park Commission discussed the possibility of changing some of the quad fields or creating a little league field at Hunter Lions Park. The Park Commission did not want to make a decision until after the Park Master Plan was complete.

A motion was made by Benson and seconded by Beaupre to update the Hamel Athletic Club that their request for a little league field is under consideration and a decision will be made after the completion of the Parks Master Plan. Motion passed unanimously.

8) Park and Trail Master Plan Discussion

Jaeb prepared a memo with several discussion points that was distributed to the Park Commissioners. The overall direction of the park and trail master plan was discussed. It was noted that the plan should include various components including an assessment of existing parks, list of future improvements needed, and current plans, policies, and programs.

It was briefly discussed if this document should be included in the Comprehensive Plan or if it should just supplement it.

Discussion was held on how to solicit public input regarding this plan. Suggestions were made on having residents complete a survey, include an insert in the next *Medina Message* newsletter, or hold public meetings.

There was a general consensus that the regular December Park Commission meeting should be focused on having a work session to dig deep into developing this master plan.

Jaeb, Beaupre and Gallup will be meeting on December 7th at 3 p.m. to prepare for the work session at the December meeting.

9) Great River Greening Grant Opportunity

Gallup reported that the City recently found out about a grant opportunity through Great River Greening that could benefit Tomann Preserve.

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Staff has proposed the use of up to \$10,000 in Park Dedication funds for a grant match to use toward grading, re-seeding, a sitting area, service road improvements, interpretive signage, and road bank repairs in Tomann Preserve. This grant is a good opportunity to make progress on the existing Management Plan for Tomann Preserve.

The Park Commission discussed allowing the use of up to \$10,000 in Park Dedication funds to apply for this grant.

Benson noted that the Park Commission had previously budgeted \$5,000 in Park Dedication funds to be spent at Tomann Preserve in 2013. He felt this money could just be moved forward and additional money could be spent if the city receives this grant.

Jaeb noted that these types of requests are exactly why the Park Commission needs to create a Master Plan so they know if this project should receive funding from Park Dedication dollars or if there are other higher priority projects to receive funding from the limited fund balance.

It was noted that Tomann Preserve has an updated Management Plan that could be a supplemental document to the Park and Trail Master Plan.

A motion was made by Thies and seconded by Linck to approve spending up to \$10,000 of Park Dedication funds in Tomann Preserve as a match if the city receives the Great River Greening grant. Motion passed unanimously.

10) Staff Report

- a.) Park Commission Vacancies – Gallup reminded the Park Commissioners that there are three seats on the Park Commission that will be up for appointment/re-appointment at the end of the year.
- b.) General Items – Scherer stated that the trail along Hunter Drive was now complete.

11) Adjourn

A motion was made by Linck and passed unanimously, to adjourn the meeting.

The meeting was adjourned at 8:28 p.m.

Minutes prepared by Jodi Gallup.