

**JOINT MEETING OF THE MEDINA CITY COUNCIL,  
PLANNING COMMISSION AND PARK COMMISSION.  
MEETING MINUTES OF OCTOBER 24, 2006**

The City Council, Planning Commission, and Park Commission of Medina, Minnesota met in joint special session on October 24, 2006 at 6:10 p.m. in the Community Building. Mayor Bruce Workman presided.

**I. Call to Order: 6:10 p.m.**

**Members present:** **City Council:** Workman, Weir, Cavanaugh  
**Planning Commission:** Crosby, Verbick, Dickerson, Fortin, Reid,  
Johnson, Pederson.  
**Park Commission:** Gregor, Dykhoff, Linck, Thies, Pastor

**Members absent:** **City Council:** Brinkman, Smith  
**Park Commission:** Hughes, Bruer

**Also present:** City Administrator Chad Adams, City Planner Rose Lorsung, and Assistant to Planning & Public Works Dusty Finke.

**II. Update on Comprehensive Plan Progress**

Lorsung described a flow chart that showed the schedule set forth for the Comprehensive Plan. The flow chart shows the formation of a Comprehensive Plan committee in January of 2007. She stated that a report of 2006 activities will be prepared to summarize comments from Open Houses as well as formal requests for inclusion in the MUSA and/or rezonings.

Lorsung stated that she was planning on having regular meetings with the planners at adjacent communities so that the 6-month review period can go smoothly. She stated that the current flowchart shows a draft of the comprehensive plan being complete by the end of July 2007.

Lorsung stated that the Comprehensive Plan committee would have to meet at least every other week and work very hard to meet this timetable.

**III. Processes for Selecting Comprehensive Plan Committee, 2007 Commission Appointments**

Adams stated that there would be a few terms expiring or vacancies to fill on the Commissions for 2007. Applications will be sought and the Chair of each Commission, Council Liaison and Staff Liaison will be involved in screening and choosing persons to fill the vacancies.

Adams stated that applications will also be solicited from Council and Commission members to join the Comprehensive Plan committee. Adams added it was previously decided that there would be 2 Council members, 1 Planning Commissioner, and 1 Park Commissioner on the committee. Staff would also support the committee.

Cavanaugh inquired if more Commissioners should be added to the committee.

Workman suggested having 2 from each Commission and from the Council.

Lorsung stated that it will be a lot of work, and that members must attend every meeting so time isn't spent rehashing work already done.

Weir stated that the previous Comp Plan committee had been very open, with perhaps 30 minutes for public commentary at each meeting. She stated that she hoped this committee would be as open. Lorsung suggested 15 minutes for public comment in order to allow the committee to complete its work.

Weir stated that the city should place a full-month City calendar on the website with all meetings consolidated into one calendar. Adams stated that staff would begin working on this calendar for 2007.

#### **IV. Open Space Task Force Update**

Lorsung stated that the City Council recently appointed Susan Seeland and Liz Weir to join the Task Force. The next task force meeting will be held on Thursday, November 9, 2006 starting at 6:30 p.m.

The Task Force is working on defining potential Open Space corridors in the City, and deciding what characteristics should be included as Open Spaces. When this is complete, going into 2007, the Task Force will begin discussing the various tools that exist to establish and/or maintain Open Spaces within this corridor.

#### **V. Wetland RFP and MLCCS Field Work Updates**

Lorsung stated that field work on the Wetlands Functions and Values assessment as well as the Land Cover classification will probably be stopped for the season in the next couple of weeks. The wetlands assessment will continue in the spring and should be concluded in May or June 2007.

Lorsung stated that the Minnehaha Creek Watershed had released its water resources plan and the City had 60 days to review it.

Weir suggested a presentation to the Council and Commission by one of the Minnehaha Board members or staff.

Crosby suggested that the City Engineer put together a brief and plain-language memo synopsis of the Water Resources Plan. This memo should highlight major changes and especially should concentrate on things that will impact Medina.

Workman stated that he was concerned that this review would need to be completed before the City can complete its Comprehensive Plan. Weir suggested getting the Council and Commissions back together before the review period is complete.

## **VI. Questions/Comments**

Workman asked if there were any major issues that members were hearing from residents or if there were any other comments or questions.

Weir suggested the Park Commission establish operating procedures as the Planning Commission had.

Verbick stated that she heard a lot of residents mentioning that rural character was important and that traffic concerns were coming up, especially on County roads.

Linck stated she heard complaints about a lack of connections with horse trails in City. She also stated that many people use horse trails, even if the County doesn't believe so.

Dickerson stated that snowmobiles use the horse trails as well. This is especially important with Polaris here in Medina.

Thies stated increasing the accessibility to north end of Baker Park is important as well.

Crosby stated that the horse trails are often broken up because new property owners are afraid of the liability and law would need to be changed in order to ensure that this liability is limited.

Workman stated that he will plan to sit down and talk with the Park District to make these comments and concerns known.

Workman stated that many things were happening in the city and that members of the Commissions and Council would be a huge part of it.

**VII. Adjournment:** The general consensus was to adjourn at 6:48 p.m.

---

Bruce D. Workman, Mayor

Attest:

---

Chad M. Adams, City Administrator-Clerk