

**CITY OF MINNETRISTA  
PLANNING COMMISSION MEETING  
FEBRUARY 25, 2013  
7:00pm**

*These minutes are intended to provide a record of the topics discussed and decisions made by the Minnetrista Planning Commission. In addition, they are intended to provide the reader with anecdotes from the discussion and a summary of the decision making process. They are not considered to be a record of the meeting proceedings until they are approved by the Minnetrista Planning Commission.*

**1) CALL TO ORDER**

Commission members present: Chair Heck, Pollmann, Strandell, Sandholm, Stulberg, and Moliter.

Staff present: City Administrator Mike Funk, Senior City Planner David Abel and Council Liaison Cheryl Fischer.

Commission members absent: Watson

**a) Approval of Agenda**

Chair Heck stated, hearing no objections, the agenda is adopted.

**b) Oath of Office and swear in Planning Commission members**

- Mark Heck
- John Watson

Mayor Fischer swore in Mark Heck. Watson was absent.

**c) Elect Chair and Vice Chair for 2013**

Motion by Stulberg and second by Pollmann to elect Mark Heck as Planning Commission Chair for 2013. Motion carried 6-0.

Motion by Sandholm and second by Pollmann to elect Mike Stulberg as Planning Commission Vice Chair for 2013. Motion carried 6-0.

**c) Approval of Minutes – November 26, 2012**

Motion by Stulberg and second by Pollmann to approve the minutes from the November 26, 2012 regular Planning Commission meeting as presented. Motion carried 6-0.

**2) OTHER BUSINESS:**

**a) Consider Comprehensive Plan Compliance of Possible Three Rivers Park land purchase on Kings Point Road (Von Blon/Meyer Property) PID# 34-117-24-31-0004**

Kelly Grisman, Director of Planning with Three Rivers Park District, gave an overview of the proposed regional trail.

Motion by Pollmann and second by Stulberg to recommend to City Council approval of Res. No. \_\_\_\_ A Resolution of support for the acquisition of a future regional trail in the City of Minnetrista. Motion carried 6-0.

**b) Consider Comprehensive Plan Compliance of possible Three Rivers Park land purchase of the Kingswood Special Recreation Feature on Kingswood Road. Multiple PID #'s.**

Kelly Grisman, Director of Planning with Three Rivers Park District, gave a background of the Kingswood property and an overview of their proposal.

Discussion included:

- Discussions with the Sportsmans Club
- Concerns with the Sportsmans Club being so close to the trail
- Recreation concept phases
- Location of the trail by the Boys and Girls Club

Motion by Stulberg and second by Pollmann to recommend to City Council approval of Res. No. \_\_\_\_ A Resolution of the support for the Kingswood Special Recreation Feature Acquisition Master Plan. Motion carried 5-1 (Moliter opposed)

**c) Discuss Council/Staff Strategic Planning Workshop**

Funk gave a presentation on the strategic planning workshop and strategic models. The presentation included:

- Organizational Performance Model
- Mission, Vision, and Values statements
- SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats)
- Minnetrista's Proposed Strategic Plan
- Proposed Model: Strategic thinking and Implementation

Discussion included:

- City budget
- Staffing and staffing plan
- Engaging residents

**d) Planning Department 2012 Annual Report**

Abel presented the 2012 Annual Report per the Planning Commission packet dated February 25, 2013.

**3) INFORMATIONAL ITEMS:**

**a) Staff Reports**

- **Woodland Cove Update**  
Roundabout is moving forward with an early spring start for construction.
- **Halstead Bay Internal Load Reduction Project Update**  
Feasibility study is being put together and then going to MCWD and then will be released to environmental firms on the best options for reducing phosphorous.

**b) Council Reports**

- There are 17 applicants for Finance Director position
- There are 162 applicants for the Police Officer position
- Discussed removal of road restrictions
- Discussed dust abatement on all the gravel roads

**4) ADJOURNMENT**

Motion by Strandell and second by Sandholm to adjourn. Motion carried 6-0. The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Terri Haarstad  
City Clerk