

**BELLE PLAINE PARK BOARD
REGULAR SESSION
JUNE 15, 2010**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Tuesday, June 15, 2010 in the Government Center at 218 North Meridian Street, Belle Plaine, Minnesota. Vice Chair Dan Gardner called the meeting to order at 5:00 p.m. with Commissioners Kevin Crooks, Kelly Norton and Alternate Launa Olson present. Commissioners Chris Kehr and Rachel Kelm were not present. Also present were Council liaisons Cary Coop and Tim O'Laughlin, and Assistant Planner Andy Villella. Commissioner Olson was upgraded as a voting member.

2. APPROVAL OF AGENDA.

Chair Gardner requested the addition of item 4.5., Recreational Facilities Committee. Crooks requested the addition of 4.6., Skate Park.

MOTION by Crooks, second by Olson, to approve the agenda with the addition of 4.5., Recreational Facilities Committee and 4.6. Skate Park. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of May 11, 2010.

Olson noted that her name should be added to the roll call as she was present at the May 11, 2010 meeting.

MOTION by Norton, second by Olson, to approve Regular Session Minutes of May 11, 2010, with the addition of Alternate Launa Olson attendance. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

4.1. Veterans Park Concept Plan.

Assistant Planner Villella explained that in April, 2009, the Park Board discussed memorial options for the local Veterans memorial program in Veterans Park. Several options including pavers, statues and benches were offered to the local Veterans group after the April 14, 2009 meeting. Park Board also requested the Veterans bring forth a concept plan or sketch with options for a future memorial program to a workshop Park Board held on June 30, 2009. At that June workshop, representatives from the local Veterans group concurred with Park Board's recommendation to the City Council for the following:

1. There shall be a maximum of 100 flag poles allowed in Veterans Park,
2. Endorsement of the design sketch for future trail development for Veterans Park dated June 2009 as submitted by the Veterans group,
3. The concept of paver stones to allow memorial to perpetuate in Veterans Park, and
4. Authorize architectural drawing for Veterans Park design.

Staff proceeded with the request from Park Board to acquire an architectural concept plan drafted in July of 2009. This plan was created using the design sketch submitted by the local Veterans group and pavers concept from the workshop in June, 2009. There have been no funds or funding plan put in place for installation of the proposed trail and pavers. Also, there has not been a date or timeline created to complete the project. Representatives from the local Veterans group have recently approached several Park Board Commissioners inquiring when the proposed trail may be completed.

Vice Chair Gardner welcomed City Engineer Joe Duncan.

City Engineer Duncan explained that importance of protecting the health and welfare of the citizens in all improvement projects, including park and trail improvements. Park improvements are subject to State and Federal guidelines. Engineered plans and specifications help protect the City and ensure safety regulations. City Engineer Duncan further explained that a formal bid process for improvement projects provide a consistency for all bidders.

The Commissioners discussed the concept plan for improvements at Veterans Park. City Engineer Duncan explained that the eastern boundary has a steep slope and recommends avoiding the need for a retaining wall. He suggested grading the site area. He explained that the trail extension is a small project and it would be favorable to include it with another City project. Coop asked if it would be feasible to add to the upcoming MSA sidewalk and trail project. City Engineer Duncan replied yes and recommended it be bid as an alternate or addendum so it can be removed if so desired. Crooks supported including it in the MSA project which would then determine the cost of the trail construction. The Park Board and City can then decide whether to proceed once the cost is known.

MOTION by Olson, second by Crooks, to recommend the City Council proceed with ordering plans and specifications for the Veterans Park trail extension project and include this project as an addendum with the bidding process for the MSA sidewalk/trail project slated for August 2010. ALL VOTED AYE.
MOTION CARRIED.

4.2. Union Square Park Shelter Addition.

Assistant Planner Villella explained that at the March 9, 2010 Park Board meeting, the Commissioners discussed a concept plan for a park shelter addition to an existing shelter in Union Square. The cost for the project is approximately \$19,717. The Belle Plaine Chamber of Commerce has pledged a donation of \$14,000 and the local youth baseball association has pledged a donation of \$3,000. The remainder of the project cost will be paid from the City's capital improvement plan. Gary Crosby Construction, LLC has been chosen to construct the shelter addition. He has submitted a building permit and has indicated intentions to complete the project in time for the 2010 BBQ Days Celebration.

4.3. Community Garden.

Assistant Planner Villella explained that there has been discussion regarding community gardens at previous Park Board meetings. It was suggested at the May meeting the City provide a survey in the City newsletter to gain feedback and level of interest for a community garden. Funding may be required to conduct an accurate survey and funding will certainly be required to install and maintain a community garden. Should Park Board decide to move forward with a survey, staff will need further direction in creating survey questions and outlining the survey objectives. The following are considerations for a community garden that Park Board may want to discuss prior to conducting a survey for public interest.

- Who will be responsible for operations of a community garden?
- Where will the funding come from for a community garden?
- Is there a piece of publicly owned land in the City, large enough to accommodate a community garden?

In researching how other surrounding cities are operating community gardens, the two largest concerns and suggestions were space and regulation. Nearly all of the city officials I contacted recommended a neighborhood association handle operation and regulation of a community garden. They also suggested creating a community garden on a large enough piece of land to allow for expansion and feasible gardening plots. At this time, there has not been a large piece of park land or open space dedicated for such use. The smaller piece of vacant park land in Century Park does not currently have water access, so this would need to be addressed for a community garden. There has also not yet been a neighborhood organization or group established to facilitate the operations of a community garden.

Crooks noted that there is a small plot of City-owned land adjacent to Century Park. The abutting property owner had inquired about a community garden last year. Crooks explained that a community garden is an expense to the city due to costs such as watering and fencing. The Commissioners discussed management issues with a community garden.

It was the consensus to place an article in the next issue of The Bridge, the City's newsletter, and invite interested persons to an upcoming Park Board meeting.

4.4. City Benches.

Assistant Planner Villella explained that at the May Park Board meeting, it was requested that staff compile an inventory of park and trail benches and trash receptacles. Attached with Assistant Planner Villella's memo was an inventory of benches, along with a map of the city park and trail system for reference. Three park benches and three matching trash receptacles are available for installation.

The Commissioners recommended the placement of the benches at the pedestrian underpass near Emma Krumbes restaurant, the corner of Elk Street and West Commerce Drive, and along South Street West near Oakwood Drive. The Commissioners also requested that the Scott County Transit bench located near the Police Department be moved closer to Main Street and Walnut Street.

4.5. Recreational Facilities Committee.

Chair Gardner explained that he will be notifying committee members of an upcoming Recreational Facilities Committee meeting. Park Board members include Council Liaisons O'Laughlin and Coop, Chris Kehr and Rachel Kelm.

4.6. Skate Park.

Crooks explained the Park Board had recommended that bicycles be allowed at the Heritage Square skate park. The Park Board had discussed the allowing bicycles in the skate park as was suggested by the City Council. At their meeting on August 11, 2009, the Park Board recommended the allowance of bikes in Heritage Square skate park and continue to lock the fence at the normal closing time. Crooks noted that the sign has not been altered to reflect the change in policy.

Staff will forward this recommendation to the City Council for further discussion.

5. ADMINISTRATION.

5.1. Site Visits for July.

Due to the cancellation of the park visits because of the rain this evening, the Commissioners will re-schedule the visits for the next meeting.

5.2. Next Regular Meeting – Tuesday, July 13, 2010.

The Commissioners were reminded of the next Park Board meeting as listed.

6. ADJOURNMENT.

MOTION by Norton, second by Olson, to adjourn at 6:44 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,
Patricia Krings
Recording Secretary