

**BELLE PLAINE PARK BOARD
REGULAR SESSION
JULY 13, 2010**

Park Tours.

Starting at 5:00 p.m. on Tuesday, July 13, 2010, the Park Board toured Century Park, Heritage Square, Hickory Park and Meadow Park. The following observations were made by the Park Board.

Century Park.

The wood chips and sand are mixed within the playground equipment area. The area needs to be re-filled, but Commissioners were unsure of how to resolve the mixed wood chip/sand issue. It was recommended the grass on the north side be eradicated. Wood chips were recommended to be added to the base of trees. There are loose boards on the portable sanitation fence. The Commissioners noted the cleanliness of the park.

Heritage Square.

Kehr suggested trees be planted at the storm water pond to the south. The dead trees should be removed. It was suggested the parking lot be re-stripped and the pea rock be swept. Kehr questioned whether the northwest area of the park could be utilized for a community garden until another purpose is determined. The Commissioners will discuss the extension of the trail from the north side to the northwest, connecting with the existing trail along Haralson Drive at an upcoming meeting. Replacement of a spring toy was suggested. Mulch should be added to the playground area. Commissioners suggested that the wood chips be raked on a regular basis for children's safety. Norton suggested that a rubberized pad be added under the swings and slides for more protection. It was suggested that weeds be removed from the wood chips and the graffiti on the shelters be removed.

Hickory Park.

The door on the portable sanitation is broken and needs to be repaired. It appears a fence has been planned surrounding the portable sanitation. The basketball court shows signs of major "alligator" cracks. Staff to investigate further about warranty. The bench seat has been damaged and needs to be replaced. The Commissioners suggested that trees be added to Hickory Park.

Meadow Park.

Dirt and grass to be added to the southwest corner of the back stop. Commissioners suggested a concrete pad be added to the portable sanitation.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Tuesday, July 13, 2010 in the Government Center at 218 North Meridian Street, Belle Plaine, Minnesota. Chair Chris Kehr called the meeting to order at 6:25 p.m. with Commissioners Kevin Crooks, Kelly Norton, Rachel Kelm and Alternate Launa Olson present. Also present were Council liaison Cary Coop and Assistant Planner Andy Villella. Commissioner Dan Gardner and Council Liaison Tim O'Laughlin were not present. Commissioner Olson was upgraded as a voting member.

2. APPROVAL OF AGENDA.

MOTION by Crooks, second by Coop, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of June 15, 2010.

MOTION by Kehr, second by Norton, to approve the Regular Session Minutes of June 15, 2010 as presented. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

4.1. Veterans Park Concept Plan.

Assistant Planner Villella explained that the City Council approved Park Board's recommendation to have the trail addition in Veterans Park project put up for bid along with the other (Minnesota State Aid (MSA) projects. The Veterans Park trail is being bid as an alternate to the other projects being funded with MSA funds. When the bids come in, it will be determined if the City will be constructing this trail, as this trail will not be funded with MSA funds. The bids are expected to be returned in August, which may not allow time for Park Board to review prior to City Council making a decision to construct the trail or not. In previous estimates City Engineer, Joe Duncan estimated the trail costing around \$8,000. Park Board may want to discuss funding for the project and make a recommendation to City Council. Assistant Planner Villella said it is hopeful that at the September 6, 2010 City Council meeting, the bid will be awarded and the City Council will vote on the trail addition in Veterans Park.

Ken Edaburn, representing the Veterans Group, was present. He stated that he was opposed to having the proposed east side trail stop at the paver brick line. Edaburn recommended the trail extend and drop into East Commerce Drive. Edaburn also questioned why there was a bend in the trail and suggested it be straight. He did not want the trail configuration to interfere with the Veterans sign display built into the hillside. He also questioned why there is a cul-de-sac or circle being planned near the helicopter.

Assistant Planner Villella explained the bend in the trail was due to the elevations and the need to avoid a retaining wall. Edaburn said it is not the intent of the Veterans to allow people to walk on the paver bricks; the plan is to view them only. The specific plan for the paver bricks has not been determined. Coop supported the trail extending to Commerce Drive. Coop said that portion can be removed if necessary when the paver brick program is implemented. Crooks commented that the trail extension access onto Commerce Drive will need to be ADA compliant.

Coop recommended the trail be extended to Commerce Drive and also to have the trail straightened. Kehr explained that the bend in the trail will not block the view of the Veterans sign due to the elevation of Highway 169 and the site level of passing motorists. Kehr suggested the trail follow the grade as indicated in the drawing.

MOTION by Kehr, second by Norton, to recommend the City Council proceed with seeking bids for the trail extension to East Commerce Drive as shown in drawing Figure 1, dated July 15, 2009 by Bolton and Menk, with an alternate bid added for a straight trail design. The trail is to extend to Commerce Drive. Furthermore, it is recommended the cost to Park Funds not exceed \$9,000 for the project. ALL VOTED AYE. MOTION CARRIED.

4.2. Heritage Square Skate Park.

Assistant Planner Villella explained that at the June 15, 2010 Park Board meeting, Commissioner Crooks requested staff remove the sign prohibiting bicycles from the skate park as it was discussed at the August 11, 2009 Park Board meeting. At the October 13, 2009 Park Board meeting, former Police Chief David Lanning was in attendance to discuss park safety. At that time there was also discussion on removing the fence around the Heritage Square skate park entirely.

The Commissioners discussed the fence, gate and sign at the skate park. Norton preferred that the fence not be removed at this time, but supported the removal of the gates.

MOTION by Crooks, second by Kehr, to recommend the City Council authorize the removal of the gates at the Heritage Square skate park, thus allowing bicycles to enter skate park. Furthermore, it is recommended the sign be modified to remove language prohibiting bicycles. ALL VOTED AYE. MOTION CARRIED.

4.3. 2011 Budget.

Assistant Planner Villella explained that the City Council has begun budget preparation for 2011. This includes funding which may or may not be allocated to Park Development. It is necessary at this time for Park Board to review the current budget and reserves, discuss projects to be completed in 2011, propose a tentative budget for 2011 and provide City Council with a request for park development funding.

The Commissioners discussed the park development budget. They noted the many projects on their work plan. Due to budget concerns, Coop suggested the Park Board request the same amount as last year, rather than increasing the amount. It was determined the Commissioners will continue discussion on budgeting at future meetings. Coop suggested the Park Board evolve into a Parks and Recreation role so that activities can be planned and use of the parks enhanced.

MOTION by Coop, second by Olson, to recommend the City Council authorize a tax levy of \$22,500 for park development funding, with a breakdown of distribution of \$6,000 for park development, \$10,000 for trail development, and \$6,500 for miscellaneous. ALL VOTED AYE. MOTION CARRIED.

4.4. Episcopal Church Restoration.

Assistant Planner Villella explained the City was awarded \$72,000 in grant funds for the Episcopal Church restoration project from the Minnesota Historical and Cultural Grant Program. The Episcopalian Church Restoration Committee and the Public Works Department will be reviewing the project and making a recommendation on the improvements.

5. ADMINISTRATION.

5.1. Site Visits for August – Park Board will choose the locations for August site visits.

It was the consensus to visit Townsend Park, Prairie Park and Union Square for the August meeting.

5.2. Next Regular Meeting – Park Board shall discuss a schedule for the August meeting.

Due to the primary election, the Park Board meeting on August 10, 2010 will need to be changed. It was the consensus to schedule the next meeting for Wednesday, August 11, 2010.

6. ADJOURNMENT.

MOTION by Crooks, second by Kehr, to adjourn at 7:40 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary