

**BELLE PLAINE PARK BOARD
REGULAR SESSION
DECEMBER 22, 2008**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session of Monday, December 22, 2008 in the Government Center at 218 North Meridian Street, Belle Plaine, Minnesota. Chair Chuck Jacobs called the meeting to order at 5:00 p.m. with Commissioners Dan Gardner, Michelle Gransee-Bowman, Cary Coop and Alternate Jenna Tuma present. Commissioner Chris Kehr arrived at 5:07 p.m. and Alternate Kelly Norton arrived at 5:15 p.m. Also present were Council liaisons Tim O'Laughlin and Tim Lies, Assistant Planner Andy Villella and Community Development Director Trisha Rosenfeld.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of November 22, 2008.

MOTION by Coop, second by Gardner, to approve the Regular Session Minutes of November 22, 2008 as presented. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

1. Belle Plaine Fire Department Memorial - City of Belle Plaine Fire Chief, Randy Koepp.

Fire Chief Randy Koepp explained that the members of the Belle Plaine Fire Department have discussed adding a memorial that honors past members of the Fire Department. The Fire Department has not finalized their ideas about the memorial. Fire Chief Koepp believed it appropriate to communicate with the Park Board prior to proceeding with plans. Coop questioned whether a memorial for the Fire Department would fall under the guidance of the Park Board. After a brief discussion, it was the consensus to have Fire Chief Koepp present some ideas regarding a memorial at the Fire Department facility and will report back at a future meeting.

2. Green Shed behind Public Works Garage – Dave Gnan.

Dave Gnan and Johnny Miller, representing the Youth Baseball Association, requested that the small shed located on City property at 420 East Main Street be moved to Heritage Square for the purpose of storing a tractor owned by Johnny Miller. Dave Gnan said the shed is in good shape and that the small shed would be temporary until a permanent structure can be built. He acknowledged that funds are very limited at this time. Tuma asked about the responsibility for repairs and widening the door to accommodate the tractor. She also questioned about liability of personal equipment in a City-owned building. O'Laughlin recommended that the Park Board seriously consider this request as in the past, temporary situations easily become permanent. Johnny Miller stated that he would be willing to donate the tractor to the City.

Due to the many unanswered questions about the movement of the shed, it was the consensus of the Commission to have Gardner and Kehr serve as a sub-committee to research the liability issues, the affect and aesthetics of the shed at Heritage Square, transportation, improvements and repairs, and funding. The sub-committee will report back with their findings at a future meeting.

3. Portable Sanitary at Hickory Park.

Assistant Planner Villella explained that it is appropriate for the Park Board to make a recommendation to the Public Works Department to add portable sanitation to Hickory Park for the ice skating season. Gransee-Bowman suggested a large family-size unit to accommodate the young families.

MOTION by Gardner, second by Gransee-Bowman, to recommend to the Public Works Department to add portable sanitation to Hickory Park for the ice skating season. ALL VOTED AYE. MOTION CARRIED.

4. DNR Minnesota River Clean-up Project.

Assistant Planner Villella explained that Mr. Norrell, DNR, has indicated there will be a DNR-organized project to clean up the Minnesota River banks on the southwest portion of the City. Coop recommended that staff advertise this project to encourage participation by local volunteers when more details on the project become available.

5. Bike Lanes Update.

Staff has obtained a copy of the MN/DOT Bikeway Facility Design Manual. This will be used to guide feasibility research with staff and the city engineer. Staff is currently reviewing the regulations. More updates will be provided at future meetings.

6. Archery Range Update.

Mike Gau, enthusiast, has informed staff that he may be pursuing the basement of the building located at 229 North Meridian Street. Community Development Director Rosenfeld stated she will be investigate zoning issues. No further action taken.

7. Riverview Park Phase 1.

Assistant Planner Villella explained that plantings for Riverview Park are estimated at \$12,000. Coop explained that the Public Works Department has unanswered questions about the training, types of grasses and other specifics regarding a contract with Applied Ecological Services. Lies explained that a representative from Applied Ecological Services had recently attended the Public Works Committee meeting to help explain the plantings and maintenance program. Coop said he would contact the Public Works Superintendent to determine what information is needed in order to proceed with the plantings at Riverview Park. Coop will report back at the next Park Board meeting.

8. History of Park Funds.

The history of the park dedication fees will be presented at the next meeting.

9. Grants Update.

Assistant Planner Villella explained that he has been assessing the applicability of three different DNR trail grants. He is also looking into other federal and state grants.

10. Park and Trail Planning.

Assistant Planner Villella provided project summaries for 2009 park projects. They included Riverview plantings and the batting cage at Heritage Square. Norton mentioned that a pool sign was requested by the Chamber of Commerce, however, the design has not been determined. Gransee-Bowman further explained that it is a recreation site, including the pool, ice rink, tennis courts.

Norton said she would like to see a dog park established in the Belle Plaine area.

Gardner inquired about the status of Veterans Park. Coop said that the sub-committee has not met recently. Lies suggested the sub-committee look at the overall plan for Veterans Park, not just the trail extension to accommodate more flag poles. O'Laughlin noted that Veterans Park may have reached its saturation point for flag poles and suggested that the sub-committee research other memorials, such as engraved paver bricks. Coop suggested a new sub-committee be formed in 2009. He commented that perhaps additional name plates could be added to the existing poles.

Gardner explained that the tennis court sub-committee will be meeting again in 2009 regarding the future use of the tennis courts located near the community pool.

Gardner suggested that staff send out a rating sheet to assist the Commissioners with prioritizing goals for 2009.

Granssee-Bowman inquired about the "Bike Friendly" designation.

Tuma suggest that a few local school students be involved with the Park Board. Gardner said he will contact the Student Council for possible representation.

11. Park Board Manual.

Assistant Planner Villella distributed a sample copy of the Park Board manual. Details of each park and trail project were included. The completed manual will be distributed at a future meeting. The Commissioners thanked staff for the comprehensive manual. Granssee-Bowman thanked Assistant Planner Villella for his expertise in creating the manual and commented that this is exactly what the Park Board needs to accomplish its goals.

5. ADMINISTRATION.

5.1. Unaudited Financial Status Report.

5.2. Next Regular Meeting – 5:00 p.m. Monday, January 26, 2009.

Gardner and the Commissioners thanked Tim Lies and Cary Coop for their support and assistance. Tim Lies' term as Council liaison expires December 31, 2008. Coop has been elected to the Council and will be vacating his seat on the Park Board.

6. ADJOURNMENT.

Chair Jacobs adjourned the meeting at 5:50 p.m.

Respectfully submitted,

Patricia Krings
Recording Secretary