

**BELLE PLAINE DESIGN COMMITTEE
REGULAR MEETING
FEBRUARY 1, 2016**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Design Committee met in Regular Session on Monday, February 1, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Chair Rick Krant called the meeting to order at 5:15 p.m. with Commissioners Kathy Joerg, Greg Theissen, Laurie Behnke and Pat Krings present. Also present were Community Development Director Cynthia Smith Strack and Council Liaison Cary Coop.

2. APPROVAL OF AGENDA.

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

ELECTION OF OFFICERS.

1. Chair

2. Vice Chair

Chair Krant turned the gavel over to Vice Chair Behnke.

Vice Chair Behnke called for nominations for Chair.

MOTION by Krings, second by Joerg, to nominate Rick Krant as Chair, to close the nominations and cast a unanimous vote. ALL VOTED AYE. MOTION CARRIED.

Chair Krant presided for the remainder of the meeting and called for nominations for Vice Chair.

MOTION by Krings, second by Joerg, to nominate Laurie Behnke as Vice Chair, to close the nominations and cast a unanimous vote. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES.

3.1. Regular Session Minutes of January 4, 2016.

MOTION by Coop, second by Behnke, to approve the Regular Session Minutes of January 4, 2016 as presented. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

4.1. Fences in Downtown.

Community Development Director Smith Strack explained that at the November meeting the Design Committee began discussing fences within the Downtown. The Committee reviewed existing fences, the potential placement of new fences, and images conveying the concept of pedestrian friendly environments. At the January meeting, the Commissioners reviewed pictures of several different fence types in a 'thumbs up' vs. 'thumbs down' (appropriate for the Downtown) discussion. It was the consensus of the Commission to view the photos again and independently research fences what would be suitable in the Downtown.

The Commissioners viewed the photos and recommended the styles that appeared to be appropriate for the downtown business district. The overall recommendations for acceptable fence styles were those that were decorative, ornate wrought iron or cast aluminum, with an openness and only slight opacity. Vinyl styles were found to be acceptable, depending on opacity. The Commissioners were hesitant to

recommend treated and untreated wood fences. Due to the mixed uses in the downtown, such as vacant commercial lots; green space between buildings; and industrial, commercial and residential uses, it was determined that a distinction be made depending on use. It was also noted that street visibility may require a different style of fence than that of one along an alleyway. Based on the discussion, Community Development Director Smith Strack explained that she will prepare draft language that will take into account the different uses. This topic will be placed on next month's agenda.

4.2. Downtown Tree Lighting - Update.

Community Development Director Smith Strack provided an update on the downtown tree lighting project. Regarding contracted services for the maintenance of the lights, Community Development Director Smith Strack contacted three potential installers for cost estimates. One estimate received for \$1,500 from a group external to Belle Plaine. Gregory Electric noted their bucket truck is not tall enough to hang the lights. A third party declined the invitation. Community Development Director Smith Strack provided a quote from a second vendor (Display Sales) regarding display lights. She informed the Commissioners that a local business owner and resident shared information regarding a LED tree-mounted security lighting being introduced in Minnesota and she will research this product.

The Commissioners reviewed the information provided. Of concern was the on-going expense related to the replacement of bulbs and the Commissioners were amenable to explore a different style lighting. Commissioner Krant reported that his place of employment has installed canister-style LED lighting on their courtyard trees and will provide Community Development Director Smith Strack with contact information. The Commissioners were encouraged with the idea of installing a single LED light source, whether canopy or ground-mounted.

4.3. 2016 Goals.

Community Development Director Smith Strack reported the upcoming Meet and Greet with the members of City boards and commissions scheduled for Wednesday, March 9th at 6:00 p.m. Chair Krant volunteered to be the spokesperson for the purpose of presenting the activities of the Design Committee.

The budget process will begin in June and the Commissioners can determine at that time whether a budget for 2017 is necessary. The wayfinding plan and implementation can be reviewed at that time. She also recommended the Commissioners work on a mission statement. Regarding goals, Krings suggested a theme to establish an image for the overall community, such as what has been incorporated into the bridge design and carried through on the entrance monument. Chair Krant commented on the importance of "presenting" the City, especially to prospective developers and businesses. A book written by Wayzata, MN architects and commissioners providing important information related to design elements will be purchased and loaned to each of the Commissioners.

5. ADMINISTRATIVE REPORTS.

5.1. Commissioner Comments.

There were no further Commissioner comments.

5.2. Upcoming Meeting.

- 1. Next Regular Meeting, 5:15 PM, Monday, March 7, 2016.**
- 2. Destination Belle Plaine, Meet and Greet, 6:00 PM, Wednesday, March 9, 2016.**

The Commissioners were reminded of the upcoming meetings as listed.

6. ADJOURNMENT.

MOTION by Behnke, second by Joerg, to adjourn at 6:14 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary