

Tuesday Meeting



BELLE PLAINE PARK BOARD
NOTICE OF REGULAR MEETING AND AGENDA
CITY HALL, 218 NORTH MERIDIAN STREET
PLEASE USE THE NORTH ENTRANCE

TUESDAY, JANUARY 17, 2017
5:00 P.M.

1. CALL TO ORDER.
 - 1.1. Roll Call.
2. APPROVAL OF AGENDA.
3. APPROVAL OF MINUTES.
 - 3.1. Regular Session Minutes of December 19, 2016.
4. TREASURERS REPORT.
 - 4.1. 2016 Park Fund Budget Update.
5.
 - 5.1. Proposed Trail Along Belle Meadow Townhomes Between Orchard Street and Enterprise Drive.
 - 5.2. Discussion on Winter Recreation.
 - 5.3. Discussion on Off-Road Bicycling at Robert Creek Park.
6. ADMINISTRATIVE REPORTS.
 - 6.1. Commissioner Comments.
 - 6.2. Upcoming Meetings.
 - a. Training, Open Meeting Law and Data Privacy, 6:00 p.m., Monday, February 13, 2017.
 - b. Next Regular Meeting, 5:00 pm, Tuesday, February 21, 2017.
7. Adjourn.

There may be a quorum of the Belle Plaine City Council present at the meeting.

**BELLE PLAINE PARK BOARD
REGULAR MEETING
DECEMBER 19, 2016**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Monday, December 19, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Acting Chair Rachel Kelm called the meeting to order at 5:00 p.m. with Commissioners Nick Jensen and Ben Stier present. Also present were Council Liaison Cary Coop and City Administrator Mike Votca. Commissioners Chris Kehr, Liann Hanson, Kathy Joerg and Council Liaison Mike Pingalore were not present.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES.

3.1. Regular Session Minutes of November 21, 2016.

MOTION by Coop, second by Jensen, to approve the Regular Session Minutes of November 21, 2016 as presented. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT.

4.1. 2016 Park Fund Budget Update.

The Park Fund Budget update was accepted as presented.

5. BUSINESS.

5.1. Authorize Purchase of Outdoor Chess and Checkers for Library Park.

City Administrator Votca explained the Public Works Department has completed the improvements at the Library Park as recommended by the Park Board. Now that the concrete in-ground game board is completed, it is appropriate to authorize the purchase of large size chess and checker pieces. The librarian will be responsible for lending the pieces. The total cost of the pieces is estimated at \$600, including shipping and tax.

MOTION by Jensen, second by Coop, to authorize the purchase of large-size checkers and chess pieces at a cost not to exceed \$600. ALL VOTED AYE. MOTION CARRIED.

5.2. Sidewalks/Trails.

1. Update on Easement Request to Belle Meadow Townhome.

Votca is continuing to work with the Belle Meadow Townhome owner regarding a possible trail easement along the western boundary of their property. The City Council will be presented this issue at their work session on January 3, 2017 for further direction.

2. Future Trail Along Enterprise Drive – Right-of-Way Issues.

City Administrator Votca reported that during the November 21, 2016 Park Board meeting it was of consensus that the City would acquire and develop the trail along enterprise drive as projects and developments occur. No further action taken at this time.

3. Update on Meridian Street Trail Extension.

City Administrator Votca explained that during the October 17, 2016 Park Board meeting it was requested to bring the Meridian Street Trail extension forward to the City Council for inclusion in the 2017 Street Project. The item was on the agenda for the December 5, 2016 City Council meeting. A motion was made and seconded to add the trail project to the 2017 street project as an alternate bid item. The motion failed. Council Member Coop announced that he intended to make a motion to reconsider at the first meeting in January when the newly-elected officials are sworn in as Council Members.

4. Recreation Ideas and Sledding Hill.

Stier presented ideas for a sledding hill in the areas of the Hickory Boulevard by the water tower and the area in Provence on the River. The residential lots are for sale which could serve as a sledding hill. He also explained the Roberts Creek area near Oakcrest School could serve as a sledding hill and that walking trails could be implemented.

Kelm suggested the promotion of Arts in the Parks. Stier recommended discussion on bikeways at a future meeting.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

There were no further comments.

6.2. Upcoming Meetings.

6.1. Next Regular Meeting, 5:00 pm, Tuesday, January 17, 2017.

The Commissioners were reminded of the next meeting as listed.

7. ADJOURN.

MOTION by Coop, second by Jensen, to adjourn the meeting at 6:15 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Michael J. Votca
City Administrator

205 Park Fund Summary
Updated through 01-03-2017

Account Balance **\$102,962.71**

Paid Expenses Since Last Update

Belle Plaine Herald \$54.00 Ad to Seek Candidates for PB

Revenues Since Last Update

Round-Up Program (\$134.75 YTD) \$11.15
 Interest (checking) \$2.41

Committed Expenses

Prairie Park \$1,400.00 Backstop replacement (remainder)
 Library Park Improvements \$6,129.12 Public Works - Materials (remainder)

Reserves

Trail Development \$21,000.00
 Frisbee Golf \$3,460.14 Balance
 Prairie Park \$3,930.00 Balance from Park Banner revenues (after banner cost)

Future Tax Revenue

2016 Taxes (payable in June/December) \$22,500.00 Funds received

Summary

Account Balance	\$102,962.71
(-)Committed Expenses	\$7,529.12
(-)Reserves	\$28,390.14
Actual Account Balance Unaccounted For	\$67,043.45



MEMORANDUM

DATE: January 17, 2017
TO: Chairperson Kehr, Members of the Park Board
FROM: Michael Votca, City Administrator
RE: Item 5.1. Proposed Trail Along Belle Meadows Townhomes Between Orchard Street and Enterprise Drive

REQUEST SUMMARY

1. During the November 21 Park Board Meeting it was requested that I make continue to work with the property owner of the Belle Meadow apartments regarding acquiring an easement for a trail through the property. This action is on-going.
2. The City Council held a work session on 3 January. During this work session the trail between Orchard Street Trail and Enterprise Drive Trails was discussed. The City Council was in favor of moving forward with the project.
3. The next steps are to work with Public Works to get the project details so that we can get an easement through the required properties.

Discussion and further guidance is kindly requested.



Belle Plaine
A CITY THAT WORKS



MEMORANDUM

DATE: January 17, 2017
TO: Chairperson Kehr, Members of the Park Board
FROM: Michael Votca, City Administrator
RE: Item 5.2. Winter Recreation

REQUEST SUMMARY

1. During past meetings in 2016 we had discussed taking a tour of the parks to determine where winter recreation activities such as sledding could be incorporated. I would like to have a discussion to help plan this type of tour for our February 21 Parks Board Meeting.

Discussion and further guidance is kindly requested.



MEMORANDUM

DATE: January 17, 2017
TO: Chairperson Kehr, Members of the Park Board
FROM: Michael Votca, City Administrator
RE: Item 5.3. Robert Creek Bicycling Discussion

REQUEST SUMMARY

1. Last meeting, I was asked by Council Member Stier to bring some maps to facilitate a discussion regarding the use of Robert Creek park land for an off-road bicycle course. Maps are provided with this memorandum to facilitate discussion.

Discussion and further guidance is kindly requested.



Legend

- City Limits
- Lift Stations
- Sanitary Manholes
- Sanitary Casing
- Sanitary Pipe
- Sanitary Forcemain
- Sanitary System Facilities
- Sanitary Ponds
- Storm Manholes
- Storm Catch Basins
- Storm Culverts
- Storm Pipes
- Water Valves
- Water Hydrants
- Watermain Casing
- Watermain
- Water System Facilities**
 - WTF
 - Elevated Water Storage
 - Ground Storage Reservoir
 - Booster Station
 - Wells
- Parcels (11-1-2016)
- Lot Lines
- Minnesota River
- Protected Waters**
 - Public Water Basin
 - Public Water Wetland
- Protected Waters - Watercourse



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Belle Plaine is not responsible for any inaccuracies herein contained.



0 265 Feet





Legend

- City Limits
- Lift Stations
- Sanitary Manholes
- Sanitary Casing
- Sanitary Pipe
- Sanitary Forcemain
- Sanitary System Facilities
- Sanitary Ponds
- Storm Manholes
- Storm Catch Basins
- Storm Culverts
- Storm Pipes
- Water Valves
- Water Hydrants
- Watermain Casing
- Watermain
- Water System Facilities
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0 500 Feet



