



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

MONDAY, AUGUST 15, 2016
5:00 P.M.

1. CALL TO ORDER.
 - 1.1. Roll Call.
2. APPROVAL OF AGENDA.
 - 2.1. Mayor's Presentation.
3. APPROVAL OF MINUTES.
 - 3.1. Regular Session Minutes of July 18, 2016.
4. TREASURERS REPORT.
 - 4.1. 2016 Park Fund Budget Update.
5.
 - 5.1. Pickle Ball Courts.
 - 5.2. Park Signs.
 - 5.3. Discussion on Utilization of Land Adjacent to Community Library.
 - 5.4. Ten Things to Do While You're In Belle Plaine.
6. ADMINISTRATIVE REPORTS.
 - 6.1. Commissioner Comments.
 - 6.2. Next Regular Meeting, 5:00 P.M. September 19, 2016.
7. Adjourn.

**BELLE PLAINE PARK BOARD
REGULAR MEETING
JULY 18, 2016**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Monday, July 18, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Chair Chris Kehr called the meeting to order a 5:00 p.m. with Commissioners Rachel Kelm, Kathy Joerg and Ben Stier present. Also present were Council liaison Cary Coop and Interim City Administrator Dawn Meyer. Commissioner Liann Hanson and Council Liaison Mike Pingalore were not present.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of June 20, 2016.

MOTION by Coop, second by Kehr, to approve the Regular Session Minutes of June 20, 2016. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT.

4.1. 2016 Park Fund Budget Update.

The 2016 Park Fund Budget update will be presented at the next Park Board meeting.

5. Request to Place Ad by Cambria on Existing Scoreboard at Tiger Park.

Interim City Administrator Meyer explained the City has received a request from Cambria to have an ad placed on the Belle Plaine Tigers Park scoreboard. Cambria is proposing to have their logo on one of the panels as an acknowledgment of their recent donation of countertops installed at the refurbished restrooms at Union Square. The City's logo is currently on two advertising panels and if approved, Cambria would retain one and the City logo would remain on the other. At the time of purchase of the scoreboard, the Belle Plaine Baseball Association was given the authority to seek and place ads and they will be involved in the process. It is appropriate for the Park Board to weigh-in on the request prior to Council action and direction. Staff is seeking a quote from a local sign company to re-paint the panels to accommodate the request. The cost of the repainted ad would be expended from the General Government budget.

Council Liaison Coop explained the City paid for a majority of the cost associated with the scoreboard that was installed in 2014. It was his understanding the Belle Plaine Baseball Association sold advertising to allow for further enhancements that were optional on the electronic scoreboard. Coop expressed concern for allowing an advertising panel to be given to Cambria. He commented that there have been many other companies or entities making donations of a larger scale, such as the Mdewakanton Sioux Community which donated \$150,000 to the City. Joerg commented that because the Cambria logo has been placed on the countertops, it is not necessary to provide an advertising panel. She believed the advertising panel would be better served by giving it to another local business. Coop inquired about the length of term for the advertising panels. Interim City Administrator Meyer responded that she believes there is a 5-year period, indicating the advertising panels would be up for renewal in 2019. Coop suggested a policy be adopted. Kelm and Stier supported the request by Cambria, subject to approval by the Belle Plaine Baseball Association. Stier commented that he believes the request by Cambria is valid due to their donation. Kelm commented that it is important to keep good will between the City and Cambria. Coop commented that he does not support the City paying for advertising for a company.

Interim City Administrator Meyer explained that ultimately it will be the Council's decision with a recommendation from the Belle Plaine Baseball Association and Park Board.

MOTION by Stier, second by Kelm, to recommend the replacement of one of the City's advertising panels on the Union Square scoreboard for the Cambria logo, subject to approval by the Belle Plaine Baseball Association, with no cost expended from the Park Board fund. ALL VOTED AYE. MOTION CARRIED.

The Commissioners departed from the Council Chambers at 5:24 p.m.

6. PARK TOURS.

Library Vacant Land (125 West Main).

The Commissioners viewed the vacant lot adjacent to the library at 125 West Main Street. Coop suggested new landscaping and grass be planted. He suggested a concrete walk way, benches and game tables to serve as a gathering spot for librarian patrons and the general public. Stier suggested a splash pad be installed and will obtain information from the City of Cologne. The Commissioners believed it was important to learn about future library expansion plans.

It was the consensus of the Commission to have each member come up with ideas. This topic will be added to next month's agenda.

Old Tennis Courts (Market and Prairie).

The Commissioners view the tennis courts owned by the School District located at Prairie Street and Market Street. The green coating is in disarray. The deep crevices make it difficult to use as a viable tennis court. Coop advised that the Public Works Superintendent said the bituminous is in fair condition. The green coating can be removed. Coop also explained that the School District is contemplating a land swap. The City would obtain the parcel of land that contains the tennis courts and the School District would receive the parcel with the recreational ice rink in return. Coop noted that if the tennis courts become property of the City, it would provide a good location for a splash pad. Joerg noted that the tennis courts could easily accommodate the popular Pickle Ball.

7. ADJOURN.

The meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Patricia Krings
Recording Secretary

**205 Park Fund Summary
Updated through 08-04-2016**

Account Balance

\$64,433.75

Paid Expenses Since Last Update

Bolton & Menk Engineers	\$95.00 Hockey Rink
Home Depot	\$270.30 Archery Park supplies
Cabin Fever Sporting Goods	\$6,455.00 Archery Park targets
Chard Tiling	\$6,081.25 Fountain Park Improvements

Revenues Since Last Update

Round-Up Program (\$76.53 YTD)	\$11.67
Checking - Interest	\$1.99

Committed Expenses

Prairie Park \$1,400.00 Backstop replacement (remainder)

Reserves

Trail Development	\$21,000.00
Frisbee Golf	\$3,460.14 Balance
Archery Park	\$0.00 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

Summary

Account Balance	\$64,433.75
(-) Committed Expenses	\$1,400.00
(-) Reserves	\$28,390.14
Actual Account Balance Unaccounted For	\$34,643.61



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 DESIGNING FOR A BETTER TOMORROW

Please Remit To:

Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)
 www.bolton-menk.com



City of Belle Plaine
 Finance Department
 Belle Plaine Government Center
 218 North Meridian Street, P O Box 129
 Belle Plaine, MN 56011-0129

April 25, 2016
 Project No: M15.032309
 Invoice No: 0189471

Belle Plaine/Engineering Services

Professional Services February 27, 2016 through March 25, 2016:

Professional Services

	Hours	Rate	Amount
Meetings/Hearing/Presentation			
Project Engineer			
Duncan II, Donald 3/3/2016 DH Meeting	3.00	60.00	180.00 101-413200-311000
Duncan II, Donald 3/8/2016 PW Meeting	3.00	60.00	180.00 101-413216-311000
Duncan II, Donald 3/10/2016 DH Meeting	3.00	60.00	180.00 101-413200-311000
Duncan II, Donald 3/17/2016 DH Meeting	3.00	60.00	180.00 101-413200-311000
Estimated Quantities/Cost Estimates			
Project Design Engineer			
Olinger, Derek 3/14/2016 Hockey Rink Park Board	1.00	95.00	95.00 205-452020-208000
Totals	13.00		815.00
Total Labor			815.00
		Total this Invoice	\$815.00

Year to Date Billings - 2001 - \$ 8,394.73
 Year to Date Billings - 2002 - \$ 5,748.35
 Year to Date Billings - 2003 - \$ 4,640.80
 Year to Date Billings - 2004 - \$ 9,740.86
 Year to Date Billings - 2005 - \$ 9,483.95
 Year to Date Billings - 2006 - \$12,617.13
 Year to Date Billings - 2007 - \$14,908.15
 Year to Date Billings - 2008 - \$22,629.45
 Year to Date Billings - 2009 - \$13,894.50
 Year to Date Billings - 2010 - \$12,381.15
 Year to Date Billings - 2011 - \$ 8,931.13
 Year to Date Billings - 2012 - \$10,901.04
 Year to Date Billings - 2013 - \$16,818.57
 Year to Date Billings - 2014 - \$21,907.90
 Year to Date Billings - 2015 - \$11,210.00
 Year to Date Billings - 2016 - \$ 4,885.50



From: Chard Tiling & Excavating, Inc.
 26239 State Highway 25
 Belle Plaine, MN 56011 US

Invoice

Bill to: CITY OF BELLE PLAINE
 PO BOX 129
 218 N. MERIDIAN
 BELLE PLAINE, MN 56011 US
 |||||

Ship to: PO BOX 129
 218 N. MERIDIAN
 BELLE PLAINE, MN 56011 US

Cust #	Customer Ref	Invoice #	Invoice Date	Due Date	Disc Date	Terms
1229		14058	05/24/16	06/08/16		Net 15 days

Description: Ball Park Seating						
Mth/Trans Line	Description	UOM	Unit Price	Quantity	Amount	
05/16 229	1 Ball Park Seating as per quote dated 7/14/15		0.00000	0.000	11,495.00	
05/16 229	2 Red Ball Diamond Agg	TON	19.85000	17.570	348.76	
05/16 229	3 Quad-Axle	HR	95.00000	1.250	118.75	
05/16 229	4 Placing Aglime		0.00000	0.000	200.00	

Notes:

1/2

205-452080-407520
 101-456080-407500

06/07 6-1-16

Total Sales Tax	12,162.51
Less Retainage	
Total Due	12,162.51

Fountain Park Improvements



MEMORANDUM

DATE: August 15, 2016
TO: Belle Plaine Park Board
FROM: Patricia Krings, Administrative Assistant
RE: Agenda Item: Pickle Ball Courts

BACKGROUND

At the last Park Board meeting, the Commissioners toured the old tennis courts. Commissioner Kathy Joerg and Ben Stier brought up the concept of creating Pickle Ball courts at the old tennis court. Stier submitted the attached photos of Pickle Ball and will provide further information at the meeting.

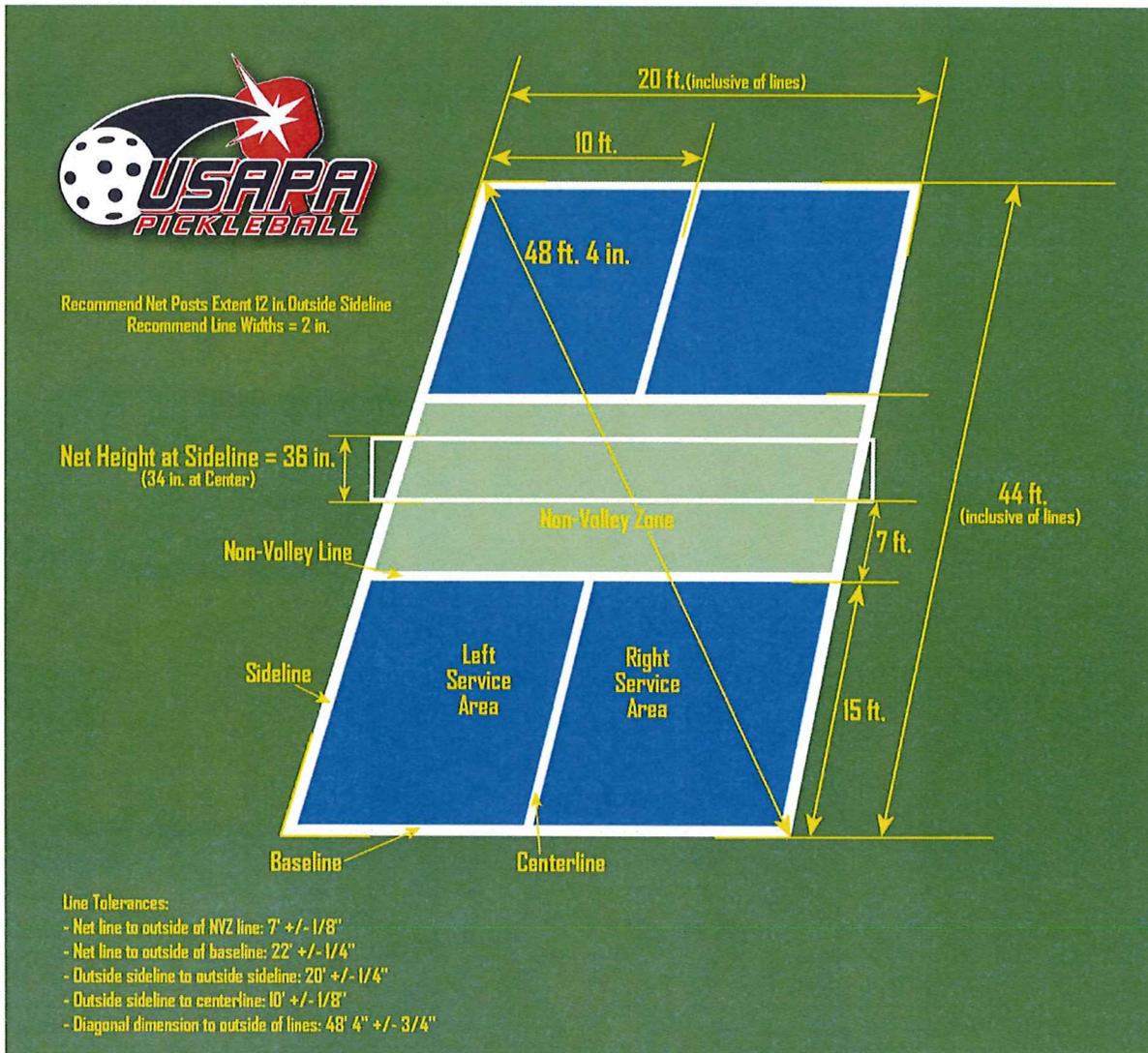
ACTION

Staff to proceed according to Commission direction.

PICKLE BALL



PICKLE BALL





MEMORANDUM

DATE: August 15, 2016
TO: Belle Plaine Park Board
FROM: Patricia Krings, Administrative Assistant
RE: Agenda Item: Park Signs

BACKGROUND

A number of years ago, during the reconstruction of the TH 25/Walnut Street retaining wall, the Court Square park sign was demolished. Council Liaison Cary Coop brought this issue to our attention. There may be other parks that are without signs and Staff would have to research as to what parks/green space are in need of signage.

ACTION

If the Commissioners are in support of obtaining new park signs, direction is in order for Staff will seek quotes from various sign companies.



MEMORANDUM

DATE: August 15, 2016
TO: Belle Plaine Park Board
FROM: Patricia Krings, Administrative Assistant
RE: Agenda Item: Land Adjacent to Community Library

BACKGROUND

At the last Park Board meeting, the Commissioners met with the Belle Plaine Librarian at the vacant land adjacent to the Community Library. A few suggestions were made, such as a small concrete pathway, seating area for children, painted game table top embedded into the ground and splash pad. At that meeting, it was the consensus for each Commissioner to present a concept for the vacant land.

ACTION

Discussion and direction.



MEMORANDUM

DATE: August 15, 2016
TO: Belle Plaine Park Board
FROM: Patricia Krings, Administrative Assistant
RE: Agenda Item: Ten Things to Do While You're in Belle Plaine

BACKGROUND

Belle Plaine residents recently were mailed a promotional brochure (copy attached) by local realtors Mark and Tammy Kottke, 113 East Main Street. What is striking about this brochure is the list of things to do "While You're in Belle Plaine." The items listed are park related.

Please review this list from a visitor's standpoint. A goal of the Park Board could be to ensure that each of these sites is presentable and worth a visit. **Are there improvements/enhancements that we, as a Park Board, could do to ensure visitors are pleased with their visit to each of these sites?**

ACTION

Discussion and direction.

10

things to do while your in Belle Plaine

A Visit Veteran's Park.

B Explore the Minnesota River & it's river bottoms.

C Try the new archery range.

D Make a splash at the Belle Plaine swimming pool.

E Play a round of disc golf.

F Roll over to the skate park.

G Exercise the pooch at the dog park.

H Race Mom & Dad at the track.

I Birding at the bird sanctuary.

J Stop in & visit with Mark & Tammy at RE/MAX!!



We hope you find our community of Belle Plaine and the surrounding area, as welcoming & enjoyable as we do.

If your thinking about a move or exploring the options, we would love for the opportunity to help.

Mark & Tammy Kottke



Mark & Tammy Kottke
(952) 873-3388



SW Metro Sales Group

swmetrosalesgroup.com
info@swmetrosalesgroup.com

RE/MAX
Alliance Realty

