



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

MONDAY, JANUARY 21, 2020
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 September 16, 2019.

4. TREASURERS REPORT.

4.1. Park Fund 205 Budget Update.

5. BUSINESS.

5.1. Parks Commission Code Update.

6. ADMINISTRATIVE REPORTS.

6.1. Project Status Report.

6.2. Commissioner Comments.

6.3. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Tuesday, February 18, 2020.

7. Adjourn.

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

**BELLE PLAINE PARK BOARD
REGULAR MEETING
SEPTEMBER 16, 2019**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Monday, September 16, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Chair Ryan Herrmann called the meeting to order at 5:00 PM with Commissioners David Schlauderaff, Lucas Simonson, and Chris Kehr present. Commissioner Krings was not present.

Also present were Council Liaisons Stier, Coop, and City Administrator Meyer.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of August 19, 2019.

MOTION by Commissioner Coop, second by Commissioner Kehr, to approve the Regular Session Minutes of August 19, 2019. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT. 4.1. Park Fund 205 Budget Update.

Commissioner Herrmann inquired on the pickleball courts cost of \$23,000.00 and if the \$35,000.00 budgeted was still needed. City Administrator Meyer explained the council authorized additional spending for a second court, fencing, netting and painting.

MOTION by Commissioner Coop, second by Commissioner Stier, to approve the Treasurers Report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Robert Creek Trail.

City Administrator Meyer requested an update from the sub-committee. The committee did not meet. Councilmember Stier suggested waiting until the leaves are off the trees for better viewing of the area. Commissioner Herrmann noted the need for a broader idea on what the park should be.

5.2. Tower Park.

City Administrator Meyer explained a regional park was to be placed on top of the hill in stages three and four of development. Meyer explained the developer stopped developing and the agreed upon land was not given to the City. Meyer explained research on a small pocket park has commenced as a short-term solution and the public works committee has requested direction on age and equipment the Park Board is looking for. Meyer explained different options were researched and printed for Park Boards review. Council Liaison Stier inquired on how big of an area is available for a park. Meyer explained areas being looked at are all short-term placement and once further development occurs the park will move to a permanent space. Council Liaison Coop suggested an age range of Pre K to 6 years. Stier suggested a basketball hoop and a swing set, playset. Stier inquired on cost of installing blacktop for a basketball pad. Commissioner Herrmann quoted an approximate \$5.00 per square foot. Stier concluded \$8,000.00-10,000.00 for blacktop. Commissioner Kehr suggested an age range of 5-12 years for equipment. Herrmann inquired on how many families have requested a park in the neighborhood. Coop suggested hearing from a half dozen families, Kehr cited knowing four families who have inquired. Meyer noted one

phone call every year requested the City look into a park and explained the confusion of the neighborhood believing the City was given land. Herrmann expressed concern over the necessity of a park and inquired if the City had a process to send notices to the neighborhood inviting to a meeting. Coop explained the City Council and Boards are elected and appointed individuals who make decisions in the best interest of the citizens, noting the pickle ball courts moved forward with no community involvement. Meyer explained the City does not canvas the neighborhoods as parks only move forward when funds and land is available. Meyer noted not getting the neighborhood excited over something that may or may not happen. It was the consensus of the committee to move forward with the wildwood play set, a 1/3rd basketball court and a swing set.

6. ADMINISTRATIVE REPORTS.

6.1. Project Status Report.

City Administrator Meyer reviewed the project status report. Meyer noted the pickle ball update regarding the contractor who backed out of the job. Meyer explained Public Works Superintendent Fahey is securing quotes for a fall finish of the project.

Commissioner Herrmann inquired on brining awareness to the community parks by administering a scavenger hunt and submitting information to the City. City Administrator Meyer explained although that is a great idea the City does not have the staffing to administer something like that. Meyer is hoping with the proposed new Aquatic Center/Event Coordinator potion more can be done to highlight the communities' parks and trails.

6.2. Commissioner Comments.

No comments were made.

6.3. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Monday, October 21, 2019.

Commissioners were reminded of upcoming meetings as listed.

7. Adjourn.

MOTION by Commissioner Stier, second by Commissioner Coop to adjourn at 5:41 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary

205 Park Fund Summary
Updated through 12-31-2019

Account Balance **\$86,886.80**

Paid Expenses Since Last Update

10/2/19 - Bolton & Menk - Park Engineering	\$180.00
10/17/19 - RDH Drywall - Pickleball Courts	\$26,000.00
10/22/19 - Becker Arena - 45% Hockey Board	\$29,073.82
12/10/19 - Becker Arena - 45% Hockey Board	\$29,073.82

Revenues Since Last Update

Round Up Program 9/19	\$8.39
Check & Savings Interest 9/19	\$84.60
Round Up Program 10/19	\$8.57
Check & Savings Interest 10/19	\$535.68
Round Up Program 11/19	\$9.56
Check & Savings Interest 11/19	\$53.07
2019 Taxes (payable in December)	\$11,250.00
Round Up Program 12/19 (YTD \$98.10)	\$8.77

Committed Expenses

Reserves

Trail Development	\$21,000.00
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Future Tax Revenue

Summary

Account Balance	\$86,886.80
(-)Committed Expenses	\$0.00
(-)Reserves	\$21,000.00
Actual Account Balance Unaccounted For	<u><u>\$65,886.80</u></u>



DATE: January 21, 2020
TO: Parks Commission
FROM: Dawn Meyer, City Administrator
RE: Parks Commission Code Update.

City Administrator Meyer will update the Commission on the recent Code Updates.



PROJECT STATUS REPORT PARK BOARD

Pickle Ball

- Fencing and netting will be completed in the Spring.
- Painting is complete.
- City Council authorized additional Park Board Funds to be utilized to increase the concrete pad to accommodate two pickle ball courts.

Sledding Hill

- The 2020 Street Improvement Project is in the final plans and specifications stage.
- Buffalo Street Ravine, storm water issues and future sledding hill.
- Projected completion date of Summer 2020.

Hickory Park

- Construction of the regulation size Hockey Rink and skating rinks are complete and have been flooded.
- Construction is nearing substantial completion on the warming house. Projected opening of January 21-22.
- Dog Park – was re-opened.

Jane Properties

- Staff are working with the developer to move the project forward for completion in Summer of 2020.
- The Developers agreement has been signed and \$45,000.00 of Park Dedication Fees was paid.
- The development will put trails and sidewalk in per the developer's agreement.

Robert Creek Preserve

- Requested Update from Sub-Committee be presented.
- Subcommittee formed to create concept plan.
- Public Works requests a Master Concept Plan be submitted.

Bench Program

- Staff working on recommendation language for Bench Program.

Tower Park

- Staff research has been completed and determined no viable property at this time.