



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

**TUESDAY
MEETING**

**TUESDAY, FEBRUARY 19, 2019
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 January 22, 2019.

4. TREASURERS REPORT.

4.1. Park Fund 205 Budget Update.

5. BUSINESS.

5.1. Pickle ball Quote

5.2. Outstanding Projects and Priorities.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

6.2. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Monday, March 18, 2019.

7. Adjourn.

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

**BELLE PLAINE PARK BOARD
REGULAR MEETING
JANUARY 22, 2019**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Tuesday, January 22, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Commissioner Rachel Kelm called the meeting to order at 5:00 PM with Commissioners Liann Hanson and Nick Jensen present. Commissioners Chris Kehr and Ryan Herrmann were not present.

Also present were Council Liaisons Ben Stier, Cary Coop and City Administrator Meyer. In the audience were Community Services Director Chevalier, Community Services Coordinator Saulsbury and Belle Plaine School District Communications Director Chelsea Hutchinson.

2. APPROVAL OF AGENDA.

MOTION by Council Liaison Coop, second by Commissioner Hanson, to approve the agenda as presented. ALL VOTE AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of December 17, 2018.

MOTION by Council Liaison Coop, second by Commissioner Jensen, to approve the Regular Session Minutes of December 17, 2018. ALL VOTED AYE. MOTION CARRIED.

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

MOTION by Council Liaison Coop, second by Commissioner Hanson to accept the Treasurers Report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Resolution Supporting Beautiful Prairie Trail Looping Grant Application to SMSC Scott County Trail Grant Program and Providing Local Match.

City Administrator Meyer explained the City was notified of grant funds available through SMSC Scott County Trail Grant Program with Local match. The City is requesting a proposed connection supporting Beautiful Prairie Trail Loop. Council Liaison Coop inquired if the trail going past Emma's was correct. Meyer confirmed the trail going past Emma's and recognizes there may be some expense however committees believe this to be a better route, noting when Haralson gets developed it will also contain a connection. Commissioner Hanson inquired on what standards are not met for the application. Community Development Director Smith Strack explained the City meets the first two criteria and staff believe a strong argument can be made for the connection to the Cities Natural Areas.

MOTION by Council Liaison Coop, second by Commissioner Hanson to approve Resolution Supporting Beautiful Prairie Trail Looping Grant Application to SMSC Scott County Trail Grant Program and Providing Local Match. ALL VOTED AYE. MOTION CARRIED.

5.2. Jane Properties Subdivision Concept Plan.

Community Development Director Smith Strack explained Jane Properties Subdivision is a Conventional non-residential plat approximately 32 acres recently annexed into the City. Smith Strack continued the Park Board is to provide input on park fee in lieu of land dedication and locations of trails/sidewalk. Smith Strack explained in 2017 the City Council adopted the fee schedule which required 10% of the estimated market value at the time of platting. Smith Strack explained staff requested the market value from the

county for 2018 and 2017 payable tax years. Smith Strack noted the estimated parkland dedication fee is roughly \$100,000.00 and with an option to pay in thirds over time.

Council Liaison Coop stated his believe that the estimated amount is steep. Coop suggested a requirement of trail and sidewalk on both sides of Hickory Blvd and also going North. Coop suggested taking the price of the sidewalk/trail and reduce the park fee by the cost of the trails. Coop noted in town employees often use the trail/sidewalk system to bike/walk to work. City Administrator Meyer clarified Coops recommendation of installation of trail system addition with consideration of offsetting park fees. Nate Myhra of Bolton and Menk agreed he and the property owner like the consideration of trails as an off set of the dedication fee. Commissioner Kelm inquired if staff had an estimate for the trails. Meyer explained staff did not at this time. Commissioner Hanson expressed her concern with the board being consistent noting Council Liaison Coop advocating for parks in underserved areas of the community and frustration with lack of funding. Council Liaison Coop explained making an exception in this case as a way to spark a development starting point. Coop noted all trails need to start somewhere and by acquiring the trail/sidewalk now as development continues the sidewalk/trails can be added to.

MOTION by Council Liaison Coop, second by Council Liaison Stier to: A. be no parkland dedication and 2. Staff work with developers on trails/sidewalks to offset some park fees. ALL VOTED AYE. MOTION CARRIED.

5.3. Pickle ball Discussion: Quotes and Commissioner Stier Update.

City Administrator Meyer explained the Public Works Committees recommendation is to construct a concrete base and paint textured acrylic. Meyer explained Public Works will do the cement work for an estimated cost of \$10,000.00 and staff received an acrylic quote from C& H Sport Surfaces, Inc. in the amount of \$35,000.00 for two courts. Meyer also noted after looking at the two options it was the recommendation to place the pickle ball court at Chatfield Park.

Council Liaison Stier inquired if the surface is the same as tennis courts and the longevity of life. City Administrator Meyer explained it is a different textured surface. Meyer explained a 15 year warranty before resurfacing. Commissioner Hanson inquired how the Volleyball Court at the other park will be addressed if no pickle ball court will be placed there. Meyer explained the Century Park Sand Volleyball issue will still need to be addressed. Kelm noted concern with the removal of all three sand volleyball courts. Meyer suggested condensing to one court. Council Liaison Stier explained in talking with community members the courts are not being used. Community Services Director Chevalier explained in the past three years Community Education has been actively trying to grow pickle ball in the community. Chevalier noted eight outdoor courts are currently open to the public during the summer averaging 7-8 players per night. Belle Plaine School Districts Communications Director Hutchinson, Community Services Coordinator Saulsbury and Chevalier explained the current programing for pickle ball. Council Liaison Stier explained he did a facebook poll where he received over a hundred confirmations noting most responses are from the retired community. Chevalier explained Jordan's large retiree turnout for pickle ball is largely due to draw of their Community Center noting other indoor actives can also be done like walking and coffee. It was the recommendation of Hutchinson, Saulsbury and Chevalier to hold off on development until the pickle ball community has grown. Stier addressed his concern of the tennis court not being easily accessible and would prefer to see on exclusive court for pickle ball. Council Liaison Coop explained in the interest of compromise move forward with one court as all activities have ebbs and flows and the removal of all three courts only to reconstruct a few years down the road is not economical. Coop suggested in addition to Community Services current methods of communication using the Newspaper and the cable channel as other forms of communication for pickle ball may be helpful. Coop also suggested staff look at Century Park removing both sand volleyball courts and make into a pickle ball & basketball court solving the problem of blowing sand. Stier requested staff get a quote for one court verses two courts to see if any savings. Stier requested staff quote for a fenced area around the pickle ball court with acrylic painting and Basketball court for options to be reviewed.

5.4. Administrator Update.

City Administrator Meyer explained attached is an email from the DNR explaining the proposed rest area for canoes would need to be implemented and maintained by the City of Belle Plaine. Meyer explained the possible access issues that would need to be addressed. Meyer also explained during the February meeting her plans for bringing forward past park projects that were not done for lack of funding to prioritize with discussion on the Park Boards Role.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

No comments were made.

6.2. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Tuesday, February 19, 2019.

Commissioners were reminded of upcoming meetings as listed.

7. Adjourn.

MOTION by Council Liaison Stier, second by Commissioner Jensen to adjourn at 5:52 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary

205 Park Fund Summary Updated through 1-31-2019

Account Balance \$125,394.48

Paid Expenses Since Last Update

* Name Plate for Tree Memorial Mohrmann -\$51.25

Revenues Since Last Update

*CK & Sav Interest \$246.87

CK & Sav Interest \$61.34

Round Up Program (YTD 12.74) \$12.74

Committed Expenses

Reserves

Trail Development \$21,000.00

Future Tax Revenue

2019 Taxes (payable in June) \$11,250.00

2019 Taxes (payable in December) \$11,250.00

Summary

Account Balance \$125,394.48

(-)Committed Expenses \$0.00

(-)Reserves \$21,000.00

Actual Account Balance Unaccounted For \$104,394.48

* item was missed in the January report.



DATE: February 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Pickle Ball: Quote

An update on the cement work will be provided at the meeting if available.

Park Board Projects and Priorities

The following list is a combination of goals set in 2008 and 2012 both short term and long term which have yet to be addressed.

The Park Board receives **\$22,500.00** annual (A disbursement from City Funds.) All other funding is development driven.

1. Hickory Park: (see attachment A)

- Hockey Rink (pave, boards, cooling coils)
- warming house/restroom facilities
- Install lighting
- Purchase cooling equipment for skating rink
- trees (per Al's direction)
 - ❖ 2012 – Estimated cost was \$40/Sq. ft. for a 500 sq. ft. building with two standard restrooms. Estimated Total: \$20,000. Including labor and materials. Commissioner Kehr recommended \$5,000.00 be set aside annually for the construction of the warming house.
 - ❖ Attachment A – 2012 Goals/Cost Estimates
 - ❖ Attachment B – Water and Sewer Site Map
 - ❖ Attachment C – Becker Arena Quote

2. Riverview Park:

- ~~paving park trails~~/parking lot
- ~~playground equipment~~
- ~~benches~~ and bike racks
- ~~refuse containers~~
- restroom facilities
- statue features
- ~~signage~~
 - ❖ Attachment A – 2012 Goals/Cost Estimates

3. Heritage Square - Batting Cages:

- Develop funding for Heritage Square (Baseball association has already developed funding and implementation plan)
- Develop funding and implementation plan for Softball batting cage
 - ❖ The commissioners requested a spreadsheet format indicating the use of the fields, schedules, etc. Council Liaison Pingalore suggested the skate park be re-painted.
 - ❖ Attachment D – 2012 Memo for Heritage Square
 - ❖ Attachment E – Concept Plan
 - ❖ Attachment F – Sidewalk Extension

4. Hiring Professional Painter for playground equipment.

- ❖ 2012- Discussion for PW to paint. Sentence to service is expensive and would not be appropriate to contract with the painting.

5. Second Community Skate Park

- ❖ 2012 – Suggestion to look at options for a secondary skate park. Hanson suggested placement on the opposite side of town.

6. Fountain Park:

- ~~○ Adding bleachers~~
- Painting of playground equipment
- ~~○ Backstop extended to allow more room for players~~
- Play equipment for pre-Kindergarten aged children
- Replace one of the swing seats with handicap seat.

7. Founders Park:

- Detached restroom facility in need of repair
 - ❖ 2012 – Commissioners suggested seeking grant funds for the restoration.

8. Court Square:

- 2012 – Noted the electrical service may need to be upgraded and a drinking fountain be added to the historical House.

9. Creekside Park:

- ~~○ Signage~~
- Enhancement to playground equipment
- Swinging bridge – recommendation by Coop in 2012

10. Prairie Park:

- ~~○ New Playground area~~
- New Restrooms
- Parking area and road reconfiguration
- Paved parking lot/roads
 - ❖ 2012 – Commissioner Kehr requested park funds be allocated for future upgrades. Motion by Gardner and Coop to recommend City Council Order Concept plan including re-design of the playground, parking area, and road re-configuration. Motion Carried.
 - ❖ Attachment G – 2014 Memo and Rendering

11. Roberts Creek

- Signage
- Parking Area
- Trail
- Grass Area
 - ❖ 6/2018 – Direction to get bids and clear scope of work for quote for gravel lot with two signs at Road and Parking area. Cutting in a trail and creating grass area and picnic area. Coop requested maintenance costs.

12. Sledding Hill/Buffalo Street Property

- Tree Clearing
- Slopping
- Lighting
- Signage
 - ❖ 12/2018 – Clearing of trees and storm water correction to take place this winter.

13. Chatfield

- No planned updates

14. Century

- Pickle ball
- Removal of Sand Volleyball

15. DNR – Boat Landing Canoe Rest Area

- ❖ 12/2018 – Response from DNR may put in at City expense and maintenance.

2019 Priorities

- Robert Creek
- Hickory Concept Plan
- Water Storage Area Park
- Pickle Ball Courts – Addressing Century Park issues if Pickle Ball is not feasible.

Create working budget.

- Identify project(s) cost
- Create funding plan for projects
- Create funding reserve plan for future projects
- Create Park Dedication Funds implementation plan
- Identify projects in need of additional funding sources
- Identify possible additional funding sources

No.	Park	Item	Budgeted Amount
1.			
2.			
3.			
4.			
5.			

Attachment A

Park Board Goals - Cost Estimates

2012

<u>Hickory Park</u>	<u>Cost</u>	<u>Total</u>
		<u>\$ 580,000.00</u>
Chilling Equipment for Skating Rink	\$ 100,000.00	
Hockey Rink	\$ 200,000.00	
Warming House & Restroom Facility	\$ 150,000.00	
Lighting	\$ 120,000.00	
Trees	\$ 5,000.00	
Benches around Basketball/Rec Rink	\$ 2,000.00	
Benches and Bike Racks	\$ 3,000.00	
 <u>Trails</u> 		
Connections Paving: Trail Connection- Amenity Improvements		
 <u>Riverview Park</u> 		
		<u>\$ 218,818.00</u>
Paving Park Trails/Parking Lot	\$ 48,000.00	
Playground Equipment	\$ 35,000.00	
Benches and Bike Racks	\$ 3,000.00	
Refuse Containers	\$ 4,000.00	
Restroom Facilities	\$ 60,000.00	
Statue Features	\$ 40,000.00	
Signage	\$ 2,300.00	
Plantings	\$ 26,518.00	
 <u>Bluff Ridge Park</u> 		
		<u>\$ -</u>
Paving Park Trails/Parking Lot		
Playground Equipment		
Benches and Bike Racks		
Refuse Containers		
Shelter/Restroom Facilities		
Baseball/Softball Fields		
Signage		
Lighting		
Trees/Landscape		
 <u>Veterans Park</u> 		
		<u>\$ 50,000.00</u>
Paving new Park Trail	\$ 50,000.00	

Attachment B



0 140 Feet
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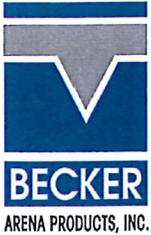
Legend

- City Limits
- Lift Stations
- Sanitary Manholes
- Sanitary Casing
- Sanitary Pipe
- Sanitary Foremain
- 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 (6-1-2012)
- Lot Lines
- Minnesota River
- Protected Waters
- Public Water Basin
- Public Water Mainline



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.

Attachment C



Becker Arena Products, Inc.
Sports Facility Supplies & Equipment
3270 County Rd 42 West Burnsville MN 55337
Phone 800-234-5522 Fax - 952-890-2680
www.beckerarena.com

BUDGET QUOTATION

City of Belle Plaine
Attn: Chris Kehr
720 Butler Drive
Belle Plaine, MN 56011

November 1, 2007

Dear Chris

Per your recent request, below please find **budget pricing** for one steel frame system with treated lumber and one *Signature Series* dasher board system and options for your project. The pricing is based on the information furnished

STEEL FRAME/WOOD FRAME DASHER BOARD SYSTEM

DASHER FRAMING, FACING & KICK PLATE

Rink Size 85' x 200' x 28' radius
522 lineal feet of 48" high steel frame/wood frame dasher boards (Ring only)
One 10'-0" straight equipment gate with 2 x 8 treated lumber threshold (Lift-out)
Two 2'-6" access gate wood framed (Hinged)
2 x 10 treated lumber dasher facing
1/2" white U.V. stabilized high-density polyethylene kick plate
All steel framing hot dip galvanized after fabrication
5/8" drilled-in epoxy anchors

PLAYERS, PENALTY AND TIMEKEEPERS BOXES

Not included in this price

CHAIN LINK FENCING

See option listed below

TOTAL BUDGET PRICE DELIVERED ONLY

\$ 23,600.00

Option #4 – SUPERVISION OF THE INSTALLATION – Becker Arena Products, Inc. to furnish a supervisor for the installation. Owner to furnish a complete crew and tools for the installation of all materials. Supervisor for 30 hours – 3 consecutive days – 10 hours per day maximum. Price includes supervision labor and all travel.

Please add to the base price

\$ 2,500.00

The above budget prices **does include state sales tax** but not any other taxes or permit fees that may be required. All applicable taxes and fees are the responsibility of the purchaser.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

Best Regards,

Jeff Horstman
Becker Arena Products, Inc.



MEMORANDUM

DATE: March 20, 2012
TO: Belle Plaine Park Board Members
FROM: Trisha A. Rosenfeld, Community Development Director
RE: 7.3: Heritage Square

BACKGROUND

At the February Park Board meeting discussion was held regarding the need for another little league field and if it was appropriate to have another field in Heritage Square. The concept drawing is included with the memo again for reference, along with the estimated costs below. Staff is requesting further discussion on the field at Heritage Square. Community Services Director, Nelson Ladd, has been invited and is on the agenda for tonight, in order for the Park Board to understand the scheduling needs of ball fields throughout the community.

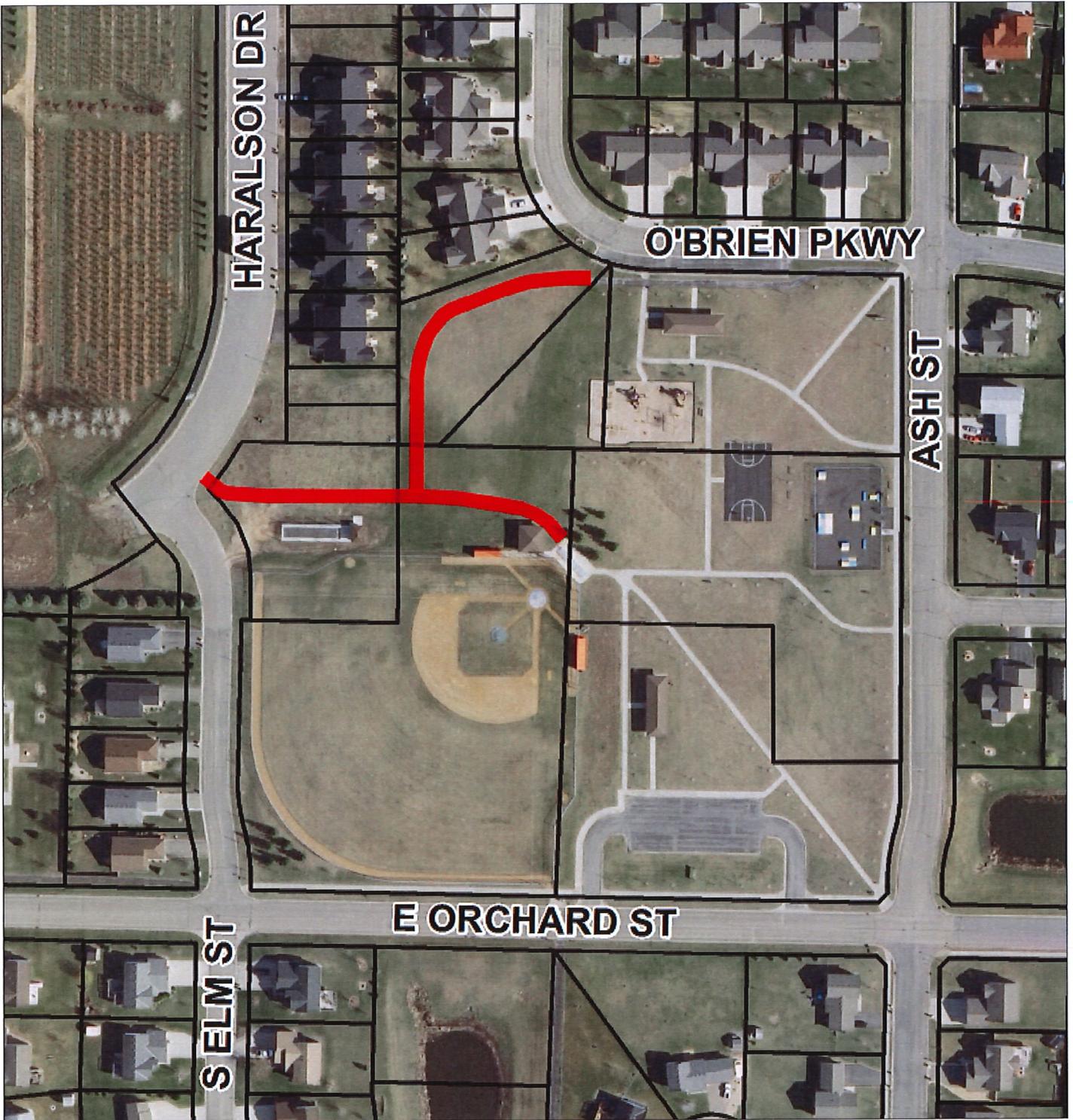
The estimated costs associated with the concept plan have been prepared by engineering and include all necessary items, such as contingencies, engineering and administration costs necessary for the project.

- | | |
|---|------------|
| 1. Trails: 6' concrete walkway to match what is currently in the park. | \$33,000 |
| 2. Parking Lot: 15 standard parking spaces | \$38,000 |
| 3. Little League Field (ag-lime, 20' backstop, site prep/grading) | \$26,500 |
| Optional: 8' Chain-link fence | \$3,540 |
| 4. Playground reconfiguration: Some of the equipment could remain in the existing location, while other small pieces would need to be removed. The cost would be minimal to move the wood chips and rubber boundary. Concrete costs to relocate some of the equipment would be the largest cost. It is assumed public works can do the labor. | |
| 5. Trees: 8 trees @ \$150/tree: | \$1,200.00 |

CONCLUSION

Discussion and further direction to staff.

Attachment F



0 150 Feet



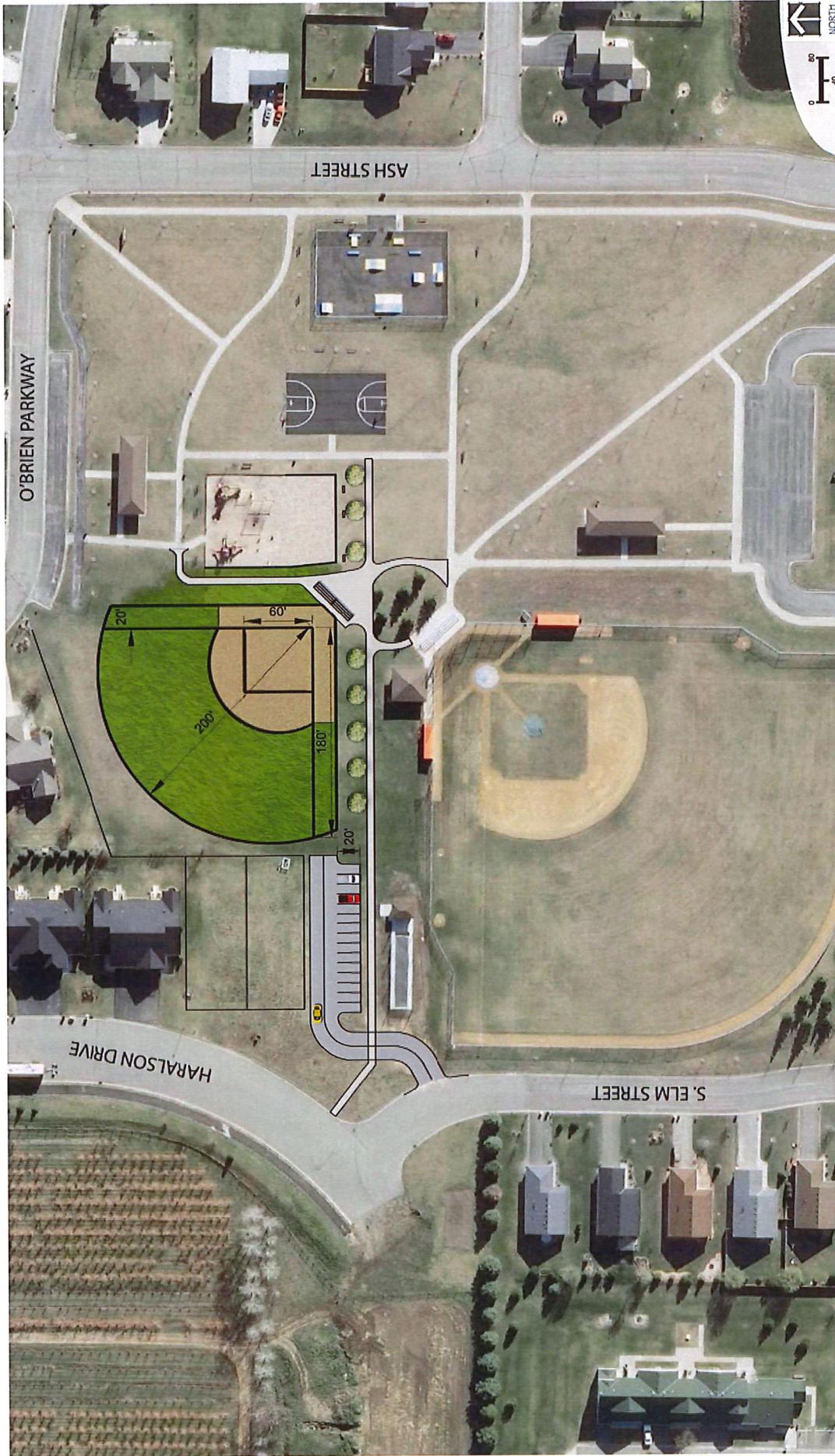
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Heritage Park
Proposed Trail

Figure 1.0

Attachment E.



City of Belle Plaine, MN - Heritage Square Park

Conceptual Site Layout Rendering



Approved w/ further review on
Safety improvements.



MEMORANDUM

DATE: May 19, 2014
TO: Belle Plaine Park Board
FROM: Chelsea Alger, Community Development Director
RE: Agenda Item: 5.2. – Approve Final Prairie Park Layout

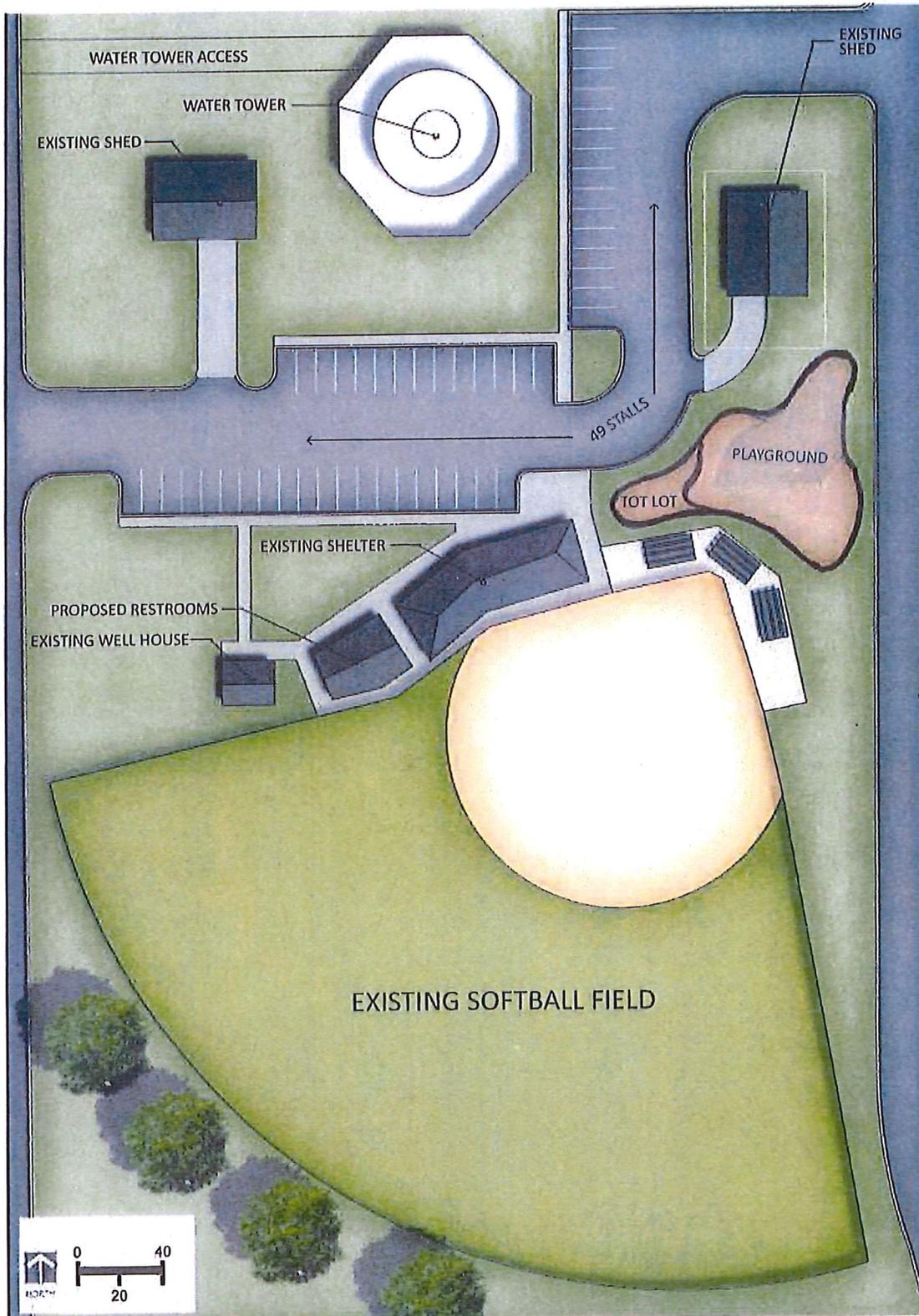
BACKGROUND:

The Park Board and Council approved the Prairie Park concept plan in May of 2013, with the recommendation to expand the footprint provided for playground area and move the restrooms closer to the shelter. A revision to the layout has been made since that time, along with some further discussion by the Public Works Committee regarding safety of the playground area. The play area footprint was increased, which made it necessary to switch the access for the privately owned shed, which is directly north of the playground area, from Ash Street to the parking lot (going west, instead of east). In review of the final layout the Public Works Committee has also asked the Park Board to make a recommendation on what, if any, safety improvements should be made now that the play area will be directly behind the bleachers. The options discussed were raising the backstop area (this would likely require replacement of the backstop fencing to install taller fencing and would be more cost prohibitive), or installing netting over the play area (initial cost estimates indicate this could be a pricey option as well, perhaps in the \$10K range, but Staff is attempting to seek alternative information). The third alternative would be to do nothing at this time and move forward with installation of the playground equipment. If a problem with foul balls is determined it could be addressed at that time. Site prep for the play structure install is intended to commence in the next month.

RECOMMENDATION:

- 1) A motion to adopt the final Prairie Park layout
- 2) Direction on any safety improvements





City of Belle Plaine, MN - Locust Street

PRELIMINARY CONCEPT 1B



Attachment C



Becker Arena Products, Inc.
Sports Facility Supplies & Equipment
3270 County Rd 42 West Burnsville MN 55337
Phone 800-234-5522 Fax - 952-890-2680
www.beckerarena.com

BUDGET QUOTATION

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November 1, 2007

Dear Chris

Per your recent request, below please find **budget pricing** for one steel frame system with treated lumber and one *Signature Series* dasher board system and options for your project. The pricing is based on the information furnished

STEEL FRAME/WOOD FRAME DASHER BOARD SYSTEM

DASHER FRAMING, FACING & KICK PLATE

Rink Size 85' x 200' x 28' radius
522 lineal feet of 48" high steel frame/wood frame dasher boards (Ring only)
One 10'-0" straight equipment gate with 2 x 8 treated lumber threshold (Lift-out)
Two 2'-6" access gate wood framed (Hinged)
2 x 10 treated lumber dasher facing
1/2" white U.V. stabilized high-density polyethylene kick plate
All steel framing hot dip galvanized after fabrication
5/8" drilled-in epoxy anchors

PLAYERS, PENALTY AND TIMEKEEPERS BOXES

Not included in this price

CHAIN LINK FENCING

See option listed below

TOTAL BUDGET PRICE DELIVERED ONLY

\$ 23,600.00

SIGNATURE SERIES HOCKEY DASHER BOARD SYSTEM

DASHER FRAMING, FACING, CAP RAIL & KICK PLATE

Rink Size 85' x 200' x 28' radius
522 lineal feet of 42" high BAP6.0 *Signature Series* steel frame dasher boards (Ring only)
One 10'-0" straight equipment gate with polyethylene threshold
Two 2'-6" access gate
1" thick high-density polyethylene thresholds on access gate
3/8" white high molecular weight polyethylene (Tuff sheet) dasher facing
1/2" white U.V. stabilized high-density polyethylene kick plate
3/4" red or blue UV Stabilized high-density polyethylene cap rail
All panels pre-assembled
All panel steel framing hot dip galvanized after fabrication
5/8" drilled-in epoxy anchors

PLAYERS, PENALTY AND TIMEKEEPERS BOXES

Not included in this price

CHAIN LINK FENCING

See option listed below

TOTAL BUDGET PRICE DELIVERED ONLY **\$ 49,600.00**

DASHER BOARD SYSTEM OPTIONS

Below are prices for options that are available for the dasher systems.

Option #1 – CHAIN LINK FENCE – Becker Arena Products, Inc. to furnish 242 lineal feet (121 lineal feet on each end) of 6' high 9 gauge galvanized chain link fencing for puck control including all supports and hardware for the ends and radius corners of the rink only.

Please add to the base price **\$ 5,180.00**

Option #2 – DASHER BOARD INSTALLATION – Becker Arena Products, Inc. to furnish a crew for the complete installation of the dasher system – steel frame/ wood frame or *SIGNATURE SERIES* Hockey dasher boards (**Non-union labor**). Price includes installation labor, travel and a forklift. This price does not include the installation of the chain link fencing

Please add to the base price **\$ 8,075.00**

Option #3 – CHAIN LINK FENCE INSTALLATION – Becker Arena Products, Inc. to furnish a crew for the complete installation of the chain link fencing on either system described above (**Non-union labor**). Price includes installation labor and travel.

Please add to the base price **\$ 4,825.00**