



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

MONDAY, MARCH 18, 2019
5:00 P.M.

1. CALL TO ORDER.

1.1. Roll Call.

OATH OF OFFICE.

Park Board Member Patricia Krings.

2. APPROVAL OF AGENDA.

3. APPROVAL OF MINUTES.

3.1. Regular Session Minutes of February 19, 2019.

4. TREASURERS REPORT.

4.1. Park Fund 205 Budget Update.

5. BUSINESS.

5.1. Clarifying position on Tax Forfeiture Property PID: 200850420.

5.2. Continued Discussion on Park Board Projects and Priorities.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

6.2. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Monday, April 15, 2019.

7. Adjourn.

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

**BELLE PLAINE PARK BOARD
REGULAR MEETING
FEBRUARY 19, 2019**

OATH OF OFFICE.

Lucas Simonson read the Oath of Office.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Tuesday, February 19, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, MN. Commissioner Ryan Herrmann called the meeting to order at 5:04 PM with Commissioner Lucas Simonson present. Commissioners Liann Hanson, Nick Jensen and Patricia Krings were not present.

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

ELECTION OF OFFICERS.

MOTION by Council Liaison Coop to nominate Ryan Herrmann as Chair. ALL VOTED AYE. MOTION CARRIED.

MOTION by Council Liaison Coop to nominate Liann Hanson as Vice Chair. ALL VOTED AYE. MOTION CARRIED.

Chair Herrmann resided over the remainder of the meeting.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of January 22, 2019.

MOTION by Council Liaison Coop, second by Council Liaison Stier, to approve the Regular Session Minutes of January 22, 2019. ALL VOTED AYE. MOTION CARRIED.

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

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

5. BUSINESS.

5.1. Pickle ball Quote

City Administrator Meyer explained the concrete work is estimated at \$10,000.00 and Pickle Ball Court is estimated at \$21,000.00. Meyer explained the next step would be to request City Council to get bids for the work. Work cited as one large slab of concrete, add basketball hoop, fencing around court, painting of court at an estimate of \$35,000.00.

MOTION by Council Liaison Stier, second by Council Liaison Coop, to replace the sand volleyball courts at Century Park with one large slab of concrete, add basketball hoop, fencing around court, painting of court at an estimate of \$35,000.00. ALL VOTED AYE. MOTION CARRIED.

Council Liaison Coop inquired if the funding will come from the Park Board Budget. City Administrator Meyer confirmed.

5.2. Outstanding Projects and Priorities.

City Administrator Meyer explained the list of past prospective projects and the 2019 priorities are listed included in the packet. Meyer explained a review of all past projects brought forward from the board. Meyer noted many projects did not move forward for lack of funding. Meyer also explained most large projects require funds from City Council as development money goes toward adding trails and new parks. Meyer explained the sledding Hill is on hold until public works does the storm water correction on the property. Meyer cited a review of all the projects and creation of a working project list are envisioned by staff moving forward. Meyer noted the list of projects and priorities are in no certain order. It was the consensus of the board to move forward with the review and creation of a project/priority list.

HICKORY PARK – DISCUSSION POINTS AND ATTACHMENTS AS LISTED WERE REVIEWED.

- Hockey Rink (pave, boards, cooling coils)
- warming house/restroom facilities
- Install lighting
- Purchase cooling equipment for skating rink
- trees (per AI'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

City Administrator Meyer explained the Dog Park was added in 2018. Meyer also noted City Engineer Duncan is working on updating the park concept plan to include the addition of the dog park. Meyer explained direction was given to add building to house the Zamboni, warming house and rest rooms along with a skating and hockey rink. Meyer noted water at the dog park will also be addressed at the time of expansion of the hockey. Meyer explained the current basketball area has a six-inch pitch which is not optimal for flooding for skating and the public works committee suggested leaving as basketball only. Meyer explained the plan would come back forward to address funding.

Commissioner Herrmann inquired if the 2012 recommendation to put aside \$5,000.00 annually was done. City Administrator Meyer explained the money was not set aside as part of the Park Board budgeting. Meyer noted her plan to start fresh and by reviewing past projects set up priorities and turn into long-term budgets. Herrmann inquired if the annual Park Board disbursement could be increased. Meyer explained the board could request additional funding citing a long-term plan, which may help in the request for funds. Council Liaison Coop suggest if the City's tax base is larger potentially, an increase in funds may be acceptable. Herrmann suggested an updated concept plan and estimates for the scope of work should be a priority for Hickory Park. It was the consensus of the Board to move forward with review of concept plan and estimates for scope of work.

RIVERVIEW PARK – DISCUSSION POINTS AND ATTACHMENTS AS LISTED WERE REVIEWED.

- ~~paving park trails~~/parking lot
- ~~playground equipment~~
- ~~benches~~ and bike racks
- ~~refuse containers~~
- restroom facilities

- statue features
- ~~signage~~
 - ❖ Attachment A – 2012 Goals/Cost Estimates

Council Liaison Coop suggested restrooms at Riverview Park should be a long-term plan and low on the priority list. City Administrator Meyer suggested getting a quote for bathrooms to be part of future planning.

HERITAGE SQUARE - BATTING CAGES – DISCUSSION POINTS AND ATTACHMENTS AS LISTED WERE REVIEWED.

- 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

It was the consensus of the board that no updates were needed from the Park Board, Heritage Square should be reviewed for expansion or development in ten years.

HIRING PROFESSIONAL PAINTER FOR PLAYGROUND EQUIPMENT – DISCUSSION POINTS AS LISTED WERE REVIEWED.

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

It was the consensus of the board that painting of equipment is to be addressed by public works.

SECOND COMMUNITY SKATE PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

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

It was the consensus of the board that a second community skate park was not needed at this time.

FOUNTAIN PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

- ~~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.

It was the consensus of the group for maintenance only by public works at this time. Fountain Park will be added to a 5 year plan for updates/replacement of equipment and development.

FOUNDERS PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

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

It was the consensus of the group to add a bathroom update to the 10-year goal.

COURT SQUARE – DISCUSSION POINTS AS LISTED WERE REVIEWED.

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

Council Liaison Coop suggested redevelopment of the restrooms and updates to the shelter. Council Liaison Coop suggested moving updates on the list noting many events hosted at the shelter. It was the consensus of the board to a planning for 2020/2021.

CREEKSIDE PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

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

It was the consensus of the board to review in five years as a development plan.

PRAIRIE PARK – DISCUSSION POINTS AND ATTACHMENTS AS LISTED WERE REVIEWED.

- ~~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

Council Liaison Stier inquired if the current parking lot is code compliant. City Administrator Meyer confirmed and explained if the board wishes to make changes with gravel lot City Code would need to be addressed. Council Liaison Stier suggested a bathroom restoration after Court Square bathrooms. It was the consensus of the board to set Prairie Park as a 2021/2022 project, noting additional updates can be looked at after completion of Hickory Park. It was the consensus of the board for bathroom updates as follows: Court Square, Hickory Park, North Park and then Prairie Park. Commissioner Herrmann requests the City's help with for large scale projects, noting smaller projects can be paid by Park Board funds. Meyer explained the board can request for City help with larger projects citing if accepted the City would build into it's long term goals.

ROBERTS CREEK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

- 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.

It was the consensus of the board to request a concept plan and revisit to determine plan for development in 2020. Council Liaison Stier and Commissioner Herrmann requested a cut in trail and minimal cost be added in 2019.

SLEDDING HILL/BUFFALO STREET PROPERTY – DISCUSSION POINTS AS LISTED WERE REVIEWED.

- Tree Clearing
- Slopping
- Lighting
- Signage

❖ 12/2018 – Clearing of trees and storm water correction to take place this winter.

City Administrator Meyer explained Public Works will be doing Storm Water Correction this spring/summer noting at that time a natural sledding hill will be addressed. Commissioner Herrmann inquired about parking. Meyer explained off street parking is the option at this time.

CHATFIELD PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

- No planned updates

It was the consensus of the board to review Chatfield in 5 years.

CENTURY PARK – DISCUSSION POINTS AS LISTED WERE REVIEWED.

- Pickle ball
- Removal of Sand Volleyball

It was the consensus of the board to continue with the commitment to the removal of the sand volleyball courts and add the pickle ball court in 2019.

DNR – BOAT LANDING CANOE REST AREA – DISCUSSION POINTS AS LISTED WERE REVIEWED.
12/2018 – Response from DNR may put in at City expense and maintenance.

It was the consensus of the board to review the boat landing/canoe rest area in 5 years.

Commissioner Coop requested the Water Storage Area park addition in 2020. City Administrator Meyer explained the park would sit in the right-of-way until time of development noting the park would be a temporary park.

2019 PRIORITIES

- Robert Creek – Concept Plan
- Hickory Concept Plan – Update Concept Plan and review for funding
- Water Storage Area Park – Concept Plan for development in 2020
- Pickle Ball Courts – Addressing Century Park issues if Pickle Ball is not feasible.

It was the consensus of the board to move forward with Century Park, review the concept plan for Hickory Park, request a concept plan for Robert Creek, restoration of North Park bathrooms, review Prairie Park concept plan, address temporary park at Water Storage Area.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Council Liaison Coop inquired more information on the public works person who will be in charge of review of the parks. City Administrator Meyer explained the employee would have a review list and inspect the parks, address issues on the work list and make recommendations for additional improvements. Coop inquired on steps if park are not addressed and requested the working list of

ongoing park improvements. Meyer explained if problems arise with upkeep it will be addressed at the Administration level. Meyer will request a monthly work list of parks.

6.2. Upcoming Meetings.

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

Commissioners were reminded of upcoming meetings as listed.

7. Adjourn.

MOTION by Council Liaison Coop, second by Council Liaison Stier to adjourn at 6:19 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary

**205 Park Fund Summary
Updated through 2-28-2019**

Account Balance \$124,404.80

Paid Expenses Since Last Update

Revenues Since Last Update

Round Up Program (YTD \$22.34) \$9.60

Committed Expenses

Century Park - Pickle Ball Court \$35,000.00

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 \$124,404.80

(-)Committed Expenses \$35,000.00

(-)Reserves \$21,000.00

Actual Account Balance Unaccounted For \$68,404.80



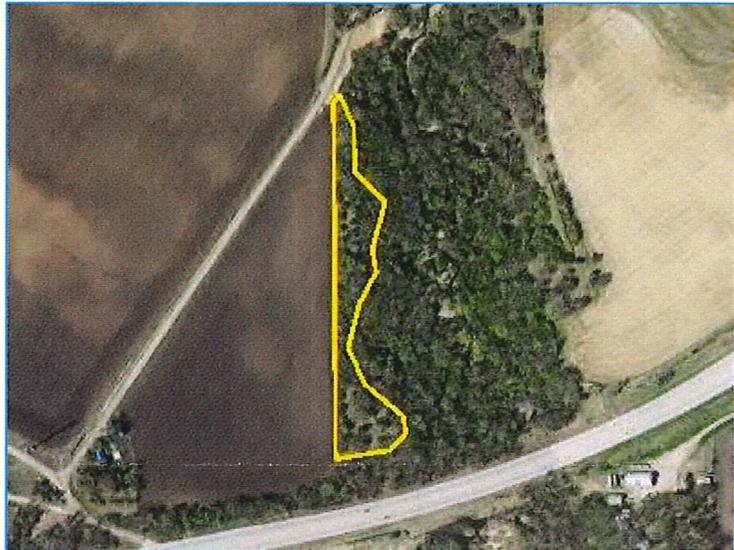
DATE: March 18, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Clarifying position on Tax Forfeiture Property PID: 200850420.

The City has received notice of tax forfeiture property abutting Robert Creek Preserve.

Staff is requesting discussion and clarification on purchase of PID: 200850420.

Property Card	Parcel ID Number 200850420
----------------------	----------------------------

Taxpayer Information
Taxpayer Name LYMAN DEVELOPMENT CO
Mailing Address 520 3 ST STE 200 EXCELSIOR, MN 55331



Property Address
Address
City

Parcel Information	
Uses 140 Res V Land	Calculated Acres 3.43 Deeded Acres 3.43 Plat ROBERT CREEK PRESERVE 1ST ADDN Lot O-L Block 00A
Legal Description	Section 12 Township 113 Range 025
Legal Description2	SubdivisionName ROBERT CREEK PRESERVE 1ST ADDN Lot O-L Block 00A SubdivisionCd 20085

Building Information			
Building Style	AGLA (Sq Ft) 0	Bedrooms	0
Year Built 0	Garage Size (Sq Ft) 0	Bathrooms	0.00
Model Desc	Basement Size (Sq Ft) 0	Basement Finish (Sq Ft)	0

Miscellaneous Information				
School District ISD 0716 BELLE PLAINE	Taxing District Code 1501	Homestead Status N	Green Acres N	Ag Preserve N

Assessor Information			
Estimated Market Value		2016 Values (Payable 2017)	Last Sale
Land		\$49,000.00	Date of Sale 01/01/1900
Improvement		\$0.00	Sale Value \$0.00
Total		\$49,000.00	

Disclaimer: This information is to be used for reference purposes only. Scott County does not guarantee accuracy of the material contained herein and is not responsible for misuse or misinterpretation. The preceding disclaimer is provided pursuant to Minnesota Statutes 466.03, Subd. 21 (2000), and the user of this service acknowledges that the County shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the County from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.





- Legend**
- City Limits
 - Parcels (12/1/2018)
 - Lot Lines
 - Minnesota River
 - Protected Waters
 - Public Water Basin
 - Public Water Wetland
 - Protected Waters - Watercourse
 - Parks
 - Other Parks
 - Community Parks (CP)
 - Neighborhood Parks (NP)
 - Boundary
 - Footprint
 - Image
 - Red: Red
 - Green: Green
 - Blue: Blue



Map Name

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.



Real People. Real Solutions.

0 527 Feet

© Bolton & Menk, Inc - Web GIS 2/22/2019 3:32 PM

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** annually (A disbursement from City Tax Levy.) 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)
 - ❖ Feb. 2019 – Updated Park Concept Plan and bring back to address funding.
 - ❖ 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:

- parking lot
- bike racks
- restroom facilities
- statue features
 - ❖ Feb. 2019 – get quote for restroom add to long-term plan.
 - ❖ Attachment A – 2012 Goals/Cost Estimates

3. Heritage Square -

- ❖ Feb. 2019 – add to 10 year plan - review for expansion or development

4. Second Community Skate Park

- ❖ Feb. 2019 – Consensus of the board that a second community skate park was not needed at this time.
- ❖ 2012 – Suggestion to look at options for a secondary skate park. Hanson suggested placement on the opposite side of town.

5. Fountain Park:

- Painting of playground equipment
- Play equipment for pre-Kindergarten aged children
- Replace one of the swing seats with handicap seat.
 - ❖ Feb. 2019 – Add to 5-year plan for updates/replacement of equipment and development.

6. Founders Park:

- Detached restroom facility in need of repair
 - ❖ Feb. 2019 – Add bathroom update to the 10-year plan.
 - ❖ 2012 – Commissioners suggested seeking grant funds for the restoration.

7. Court Square:

- Bathroom and Shelter updates
 - ❖ Feb. 2019 – Add Bathrooms and shelter update to the 2020/2021 plan.

8. Creekside Park:

- Enhancement to playground equipment
- Swinging bridge – recommendation by Coop in 2012
 - ❖ Add to 5-year plan as a development plan.

9. Prairie Park:

- New Restrooms
- Parking area and road reconfiguration
- Paved parking lot/roads
 - ❖ Add Restrooms to the 2021/2022 project. Additional updates reviewed after completion of Hickory Park.
 - ❖ 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

10. Roberts Creek

- Signage
- Parking Area
- Trail
- Grass Area
 - ❖ Feb. 2019 – Request a concept plan and revisit in 2019 to determine plan for development in 2020. Request to cut in trail in 2019.
 - ❖ 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.

11. Sledding Hill/Buffalo Street Property

- Tree Clearing
- Slopping
- Lighting
- Signage
 - ❖ Feb. 2019 – Spring/Summer Storm Water Correction by Public Works.
 - ❖ 12/2018 – Clearing of trees and storm water correction to take place this winter.

12. Chatfield Park

- ❖ Feb. 2019 – Add to 5-year plan for review.

13. Century Park

- Pickle ball - 2019
- Removal of Sand Volleyball – 2019
 - ❖ Feb. 2019 – Sand Volleyball removal and addition of pickle ball in 2019 with Park Board Funds.

14. DNR – Boat Landing Canoe Rest Area

- ❖ Feb. 2019 – Add to 5-year plan for review.
- ❖ 12/2018 – Response from DNR may put in at City expense and maintenance.

15. Water Storage Area Park

- ❖ Feb. 2019 – Presented by Commissioner Coop a temporary park would sit in the right-of-way until time of development add to the 2020 plan.

2019 Priorities

- Robert Creek – Concept Plan
- Hickory Concept Plan – Update Concept Plan and review for funding
- Water Storage Area Park – Concept Plan for development in 2020
- 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
- It was the consensus of the board for bathroom updates as follows: Court Square, Hickory Park, North Park and then Prairie Park.

No.	Park	Item	Budgeted Amount
1.	Robert Creek	Concept Plan	
2.	Hickory Park	Update Concept Plan and review for funding	
3.	Water Storage Park	Concept Plan for development in 2020	
4.	Century Park	Removal of Two Sand Volleyball and add Two Pickle Ball Courts	Est. \$35,000.00
5.			