



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

MONDAY, AUGUST 19, 2019
5:00 P.M.

1. CALL TO ORDER.

1.1. Roll Call.

2. APPROVAL OF AGENDA.

3. OATH OF OFFICE.

David Schlauderaff

4. APPROVAL OF MINUTES.

4.1. Regular Session Minutes of July 15, 2019.

5. TREASURERS REPORT.

5.1. Park Fund 205 Budget Update. – No update for August.

6. BUSINESS.

6.1. VFW – Request for Concept Plan.

6.2. Sign Policy.

6.3. Increase in Tax Levy Revenue.

6.4. Tower Park.

6.5. Robert Creek Trail.

7. ADMINISTRATIVE REPORTS.

7.1. Project Status Report.

7.2. Commissioner Comments.

7.3. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Monday, September 16, 2019.

8. Adjourn.

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

**BELLE PLAINE PARK BOARD
REGULAR MEETING
JULY 15, 2019**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Park Board met in Regular Session on Monday, July 15, 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 Lucas Simonson, Chris Kehr and Patricia Krings 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 June 17, 2019.

MOTION by Commissioner Coop, second by Commissioner Stier, to approve the Regular Session Minutes of June 17, 2019. ALL VOTED AYE. MOTION CARRIED.

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

MOTION by Commissioner Coop, second by Commissioner Stier, to accept the treasurer's report. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. Bench Policy Review.

City Administrator Meyer explained at the June Park Board Meeting staff requested a review of the policy.

MOTION by Commissioner Stier, second by Commissioner Coop, to dissolve the Memorial Bench Program.

Commissioner Krings inquired if there was any advantage to keeping the program. Commissioner Stier suggested while the program is great it also opens the City up to a wealth of issues. Krings suggested visual aid to help clear up questions. City Administrator Meyer explained if the bench policy were to continue specific language regarding placement and wording options will need to be addressed. Commissioners discussed the areas of contention with the benches and the benefits of continuing the program. It was suggested to receive park bench funds as a donation changing the verbiage to specific and allowing placement at the City's discretion. Commissioner Herrmann suggested a clear defined policy should be in place subject to a 90-day review to allow time for emotional requests.

A roll call vote on the Motion on the floor. Commissioner Kehr Nay, Commissioner Stier Aye, Commissioner Krings Nay, Commissioner Simonson Nay, Commissioner Coop Aye and Commissioner Herrmann Nay. MOTION FAILED 2-3.

Commissioner Coop suggested criteria language of "In Memory of" with a Natural Human Persons Legal Name. Commissioner Krings suggested Staff come back with a recommendation of language. Coops requests a list of trails and parks where benches will be allowed.

6. ADMINISTRATIVE REPORTS.

6.1. Project Status Report.

City Administrator Meyer highlighted the project status report.

Commissioner Krings inquired on a construction start date on Jane Properties. City Administrator Meyer explained no building construction can occur until construction of the road is complete. Commissioner Herrmann inquired if it's too late in the season to cut in a trail at Robert Creek Preserve. Meyer noted Public Works Superintendent Fahey has a lead on a company willing to create the trail.

City Administrator Meyer explained the VFW has requested updates to Vets Park including a paver path, and a 5-foot wall. Meyer noted currently five memorial pavers have been sold. Meyer noted the old plan allowed for the addition of pavers however the plan was not followed by the VFW and additional flag poles were installed altering the plan. Meyer suggested moving away from a paver path instead placing a row or two around the flag plaza as a final addition to the park. Commissioner Krings inquired if pavers could be installed at the base of the helicopter. Meyer explained the space not being optimal due to standing water in the area multiple times a year. Commissioner Herrmann suggests staff work with the Vets for a plan noting no installation should occur until all pavers are sold. Commissioner Krings suggest a sample be brought in for review.

It was the consensus of the board to have Vet's Park Plan reviewed and revised by Bolton and Menk, require a limit on paver sales and review of the paver criteria.

6.2. Commissioner Comments.

Commissioner Krings inquired on the sign change at Veteran's Park. City Administrator Meyer confirmed the old sign was rotted and replaced by Public Works. Krings requested a park sign policy for consistency. Meyer confirmed a review of cost and which signs are in need of repair. Commissioner Coop requested the budget be increased to \$50,000.00 per year to Park Board Funds. Coop requested \$30-40,000.00 be allocated toward the equipment for the tower park.

6.3. Upcoming Meetings.

1. Next Regular Meeting, 5:00 PM, Monday, August 19, 2019.

Commissioners were reminded of upcoming meetings as listed.

7. Adjourn.

MOTION by Commissioner Stier, second by Commissioner Kehr, to adjourn at 6:15 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary



DATE: August 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: VFW

Staff has requested a revised Vets Park plan from the City Engineer. If the plan is complete before the meeting it will be presented to determine limits on pavers.



DATE: August 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Sign Policy

After discussion with the Public Works Department it was determined that a formal sign policy is not the preferred course of action. Public Works updates and maintains the park signs as necessary and does so in a manner to keep signs as uniformed as possible.



DATE: August 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Increase in Tax Levy Revenue

Staff has requested the increase as stated at the previous meeting by Park Board of \$50,000.00 from \$22,500.00 for the 2020 budget year. This would be a direct increase to the City's tax levy. Staff will update the Park Board after the budget process is complete.



DATE: August 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Tower Park

Staff have discussed Tower Park with City Attorney Vose and it has been determined that building a park, even temporary in the City right-of-way is not allowable.

Further discussion regarding research and options is requested.



DATE: August 19, 2019
TO: Park Board Commissioners
FROM: Dawn Meyer, City Administrator
RE: Robert Creek Trail

Robert Creek Trail was reviewed by the Public Works Committee on August 8. Staff was informed the Trail will not be a 2019 project. The Public Works Committee request a full concept plan from the Park Board in order to determine what next steps are in order to develop an ADA compliant trail/property for Public Use.



PROJECT STATUS REPORT PARK BOARD

Pickle Ball

- Concrete has been poured and waiting.
- Painting and Fencing should be completed after a 30-day curing of the cement work.
- 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.
- Project being reviewed with the 2020 Street Improvement Project for completion Summer of 2020.

Hickory Park

- Bids were received on August 15 and will be reviewed at tonight's City Council meeting.
- Hockey Rink – changes in placement of regulation hockey rink due to grading issues.
- Hockey Rink and Warming House will be reviewed in June/July for proposed completion Fall of 2019.
- Dog Park – Due to redesign of Hickory Park the dog park will move to North/West side of the park.

Jane Properties

- 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

- Public Works requests a Master Concept Plan be submitted.