



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

**MONDAY, AUGUST 18, 2025**  
**5:00 P.M.**

**1. CALL TO ORDER.**

1.1. Roll Call.

**2. APPROVAL OF AGENDA.**

**3. NOMINATION OF CHAIR.**

**4. APPROVAL OF MINUTES.**

4.1. Regular Session Minutes of June 16, 2025.

**5. TREASURERS REPORT.**

5.1. Park Fund 205 Budget Update.

**6. DISCUSSION ITEMS.**

- 6.1. Park Street Trail – Kevin Berger.
- 6.2. Dugouts.
- 6.3. Pickle Ball Courts.
- 6.4. Cross Walks North of Main Street.
- 6.5. Signage on Trails.
- 6.6. Lindsay Hallett: Accessible Park

**7. Adjourn.**

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

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Nomination of Chair



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On February 18 the Commission voted in Officers for the 2025 year. Chair Brianna Mork has resigned from the commission leaving her chair spot open. The Commission must appoint a new chair or move the current officers up and appoint a new secretary.

**2025 Officers**

Chair: vacant

Vice-Chair: Molly Moonen

Secretary: Hope Lawler

**BELLE PLAINE PARKS COMMISSION  
REGULAR SESSION  
JUNE 16, 2025**

**1. CALL TO ORDER. 1.1. Roll Call.**

The Belle Plaine Parks Commission met in Work Session on Monday, June 16, 2025 at City Hall 218 North Meridian Street, Belle Plaine, MN. Vice Chair Moonen called the meeting to order at 5:02 PM with Commissioners Lawler and Crosby present.

Also present was Council Liaison Otto and City Administrator Meyer. Council Liaison Hartmann was absent.

**2. OATH OF OFFICE.**

2.1. Lynette Koepf

City Administrator Meyer administered the Oath of Office to Lynette Koepf.

**3. APPROVAL OF AGENDA.**

MOTION by Commissioner Lawler, second by Commissioner Crosby, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

**4. APPROVAL OF MINUTES.**

4.1. Regular Session Minutes of February 18, 2025.

4.2. Work Session Minutes of March 17, 2025.

MOTION by Commissioner Crosby, second by Commissioner Lawler, to approve the Regular Session Minutes of February 18, 2025 and Work Session Minutes of March 17, 2025. ALL VOTED AYE. MOTION CARRIED.

**5. TREASURERS REPORT. 5.1. Park Fund 205 Budget Update.**

City Administrator Meyer reviewed the treasurers report.

MOTION by Commissioner Lawler, second by Commissioner Crosby, to approve the Treasurers Report. ALL VOTED AYE. MOTION CARRIED.

**6. DISCUSSION ITEMS.**

**6.1. Trail Map Final Approval.**

City Administrator Meyer reviewed the final map noting that the Council removed the addition of sidewalk along Park Street from the 2025 Improvement Project.

The Commission held discussion on the map.

MOTION by Commissioner Lawler, second by Commissioner Crosby, to approve the Trail Map. ALL VOTED AYE. MOTION CARRIED.

City Administrator Meyer explained the map will be brought to the Council for final review and approval.

**6.2. Art Pieces Along Trail.**

City Administrator Meyer explained Commissioner Mork has resigned from the Committee. Meyer explained Mork brought forward the art pieces along the trail and inquired if the Commission wanted to continue or revisit the item in the future.

MOTION by Commissioner Crosby, second by Commissioner Lawler to table the Art Pieces Along the Trail. ALL VOTED AYE. MOTION CARRIED.

**6.3. Next Upcoming Meeting Agenda Items:**

City Administrator Meyer reviewed the upcoming agenda items for August brought forward by Council Liaison Hartmann. Meyer noted the election of a new chair will be held in August.

Commissioner Moonen requested signage on the trails be discussed at an upcoming meeting. City Administrator Meyer explained the Commission can discuss and make recommendations.

The Commission held discussion on current parks. City Administrator Meyer explained Arrowhead park is not on the 5-year plan and noted the Parks Commission Goals will come back in the spring of 2026 for review.

**7. Adjourn.**

MOTION by Commissioner Lawler, second by Commissioner Crosby, to adjourn the meeting at 5:26 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich  
Recording Secretary

## 205 Park Fund Summary Updated through 8/5/2025

Account Balance \$354,051.88

### Paid Expenses Since Last Update

### Revenues Since Last Update

June Interest	\$777.01
July Interest	\$851.96
Q2 Interest	\$638.59
First Half Property Tax	\$18,750.00

### Committed Expenses

Reserved for Park in Farmers Development	\$68,813.00
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### Reserves

Trail Development	\$25,000.00
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### Future Tax Revenue

Second Half Property Taxes	\$18,750.00
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### Summary

Account Balance	\$354,051.88
(-)Committed Expenses	\$68,813.00
(-)Reserves	\$25,000.00
<b>Actual Account Balance Unaccounted For</b>	<b>\$260,238.88</b>

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Park Street Trail – Kevin Berger



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A request to address the Commission regarding the Parks Street trail was submitted by Kevin Berger.

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Dugouts



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Council Liaison Hartmann requested Dugout be added to the agenda for discussion.

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Pickle Ball Courts



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Council Liaison Hartmann requested Pickle Ball Courts be added to the agenda for discussion.

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Cross Walks North of Main Street



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Council Liaison Hartmann requested Cross Walks North of Main Street be added to the agenda for discussion.

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Signage on Trails



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Council Liaison Hartmann requested Signage on Trails be added to the agenda for discussion.

DATE: August 18, 2025  
TO: Parks Commission  
FROM: Dawn Meyer, City Administrator  
RE: Lindsay Hallett: Accessible Park



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Lindsay Hallett as requested to speak to the Commissioner regarding Accessible Park.