



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

MONDAY, October 20, 2025
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 August 17, 2025.

4. TREASURERS REPORT.

4.1. Park Fund 205 Budget Update.

5. DISCUSSION ITEMS.

5.1. Dugouts.

5.2. Pickle Ball Courts.

6. Adjourn.

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

**BELLE PLAINE PARKS COMMISSION
REGULAR SESSION
AUGUST 18, 2025**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Parks Commission met in Regular Session on Monday, August 18, 2025 at City Hall 218 North Meridian Street, Belle Plaine. Vice Chair Moonen called the meeting to order at 5:00 PM with Commissioners Lawler, Crosby and Koepp present.

Also present were Council Liaison Otto and Hartmann and City Administrator Meyer.

2. APPROVAL OF AGENDA.

Commissioner Hartmann requested item 6.6. be moved to 6.2. on the agenda.

MOTION by Commissioner Lawler, second by Commissioner Hartmann, to approve the agenda with the change. ALL VOTED AYE. MOTION CARRIED.

3. NOMINATION OF CHAIR.

City Administrator Meyer reviewed the nomination of chair process.

MOTION by Commissioner Lawler, second by Commissioner Koepp, to move Molly Moonen from Vice-Chair to Chair and Hope Lawler from Secretary to Vice-Chair. No other nominations were made. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Lawler, second by Commissioner Moonen, to elect Lynette Koepp as Secretary. No other nominations were made. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF MINUTES. 4.1. Regular Session Minutes of June 16, 2025.

MOTION by Commissioner Hartmann, second by Commissioner Crosby, to approve the Regular Session Minutes of July 16, 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 Crosby, second by Commissioner Moonen, to approve the Treasurers Report as presented. ALL VOTED AYE. MOTION CARRIED.

6. DISCUSSION ITEMS.

6.1. Park Street Trail – Kevin Berger.

City Administrator Meyer reviewed the 2025 Improvement Project as it relates to the Park Street Trail.

Kevin Berger, 301 S. Meridian Street, owner of Berger Interiors spoke regarding his concerns for safety of pedestrians walking on the busy street and the removal of the sidewalk from his property on the 2025 Improvement Project. Berger requested the Parks Commission consider recommending adding the trail on his property and splitting the cost as would have been on the project 70/30.

The Commission held discussion.

MOTION by Commissioner Moonen, second by Commissioner Lawler to recommend to the City Council to add trail at 301 S. Meridian Street. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Lawler, second by Commissioner Koepp, to recommend cost share of 70/30 with the 70% coming from Park Commission Trail Development Funds and 30 % to be paid by the property owner. ALL VOTED AYE. MOTION CARRIED.

6.2. Lindsay Hallett: Accessible Park

Lindsay Hallet spoke on outdoor accessible Parks and her drive to make an accessible park within the City. Hallet provided the Commission materials on potential funding sources.

The Commission held a lengthy discussion with Hallett on specific needs and addressing adaptations for all needs.

It was the consensus of the Commission to continue discussion on accessible features in parks and a willingness to hear of funding opportunities as they become available.

6.3. Dugouts.

Commissioner Hartmann explained in the last year's priority list for the Parks Commission he had Dug outs in his top three priorities. Hartmann requested above ground dugouts at Meadow Park's two baseball fields.

The Commission held a brief discussion.

It was the consensus of the Commission to get costs from Fountain Park, photos and have further discussion at the next Parks meeting.

6.4. Pickle Ball Courts.

Commissioner Hartmann explained he would like to see the Pickle Ball Court have an additional court.

City Administrator Meyer explained the original plan was to have two courts however it was cut back to one due to cost. Meyer will bring the costs associated back to the next meeting.

6.5. Cross Walks North of Main Street.

Commissioner Hartmann explained he would like to see a crosswalk across State Highway 25.

The Commission held discussion.

It was determined if a request is to be made to MnDOT it would need to have Council backing and discussion could be had at a work session.

6.6. Signage on Trails.

Commissioner Hartmann explained he was going to ask for signage on the trails but noticed it has already been done.

~~6.6. Lindsay Hallett: Accessible Park~~

7. Adjourn.

MOTION by Commissioner Moonen, second by Commissioner Lawler, to adjourn the meeting at 5:46 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary

205 Park Fund Summary Updated through 10/14/2025

Account Balance \$355,755.11

Paid Expenses Since Last Update

Revenues Since Last Update

August Interest \$821.91
September Interest \$881.32

Committed Expenses: Developer Park Fees

Reserved for Park in Farmers Development \$16,013.00
Reserved for Park in Chatfield on the Green \$10,800.00
Reserved for Park in Chatfield Commercial \$8,385.41
Reserved for Park in Hickory Grove Development \$21,579.59
Reserved for Park in Brecken Place 2nd Addition \$49,880.00
Reserved for Park Street Trail/Sidewalk \$14,251.10
Total Committed Expenses \$120,909.10

Reserves

Trail Development \$25,000.00
Fee in lieu of sidewalk \$52,800.00
Total Reserves \$77,800.00

Future Tax Revenue

Second Half Property Taxes \$18,750.00

Summary

Account Balance \$355,755.11
(-)Committed Expenses \$120,909.10
(-)Reserves \$77,800.00
Actual Account Balance Unaccounted For \$157,046.01

DATE: October 20, 2025
TO: Parks Commission
FROM: Dawn Meyer, City Administrator
RE: Dugouts



Council Liaison Hartmann requested Dugout be added to the August 17 agenda for discussion. After discussion the Commission requested City Administrator Meyer bring back the cost associated with Fountain Parks Dugouts.

MEADOW PARK BALLFIELDS		
	Field #1	Field #2
Concrete	\$10,144.00	\$5,000.00
Backstop	\$17,100.00	\$0.00
Dugout Roof & Equipment Cubbies	\$8,981.00	\$8,981.00
Dugout Fencing	\$9,685.00	\$9,685.00
Tin & Steel	\$6,926.00	\$6,926.00
Estimated Total:	\$52,836.00	\$30,592.00

DATE: October 20, 2025
 TO: Parks Commission
 FROM: Dawn Meyer, City Administrator
 RE: Pickle Ball Courts



Council Liaison Hartmann requested Pickle Ball Courts be added to the October 6 agenda for discussion. After discussion the Commission requested City Administrator Meyer bring back costs associated with the Pickle Ball Courts.

PICKLEBALL COURT COSTS TO BUILD

	Material/Time	2 Courts
Site Prep (Public Works)	~ 8 Hours	
Base Foundation (concrete pad) (AJ's Construction & Geothermal, Inc.) (2 courts: 30 x 120)	Concrete and Plastic Sheeting	\$15,200.00
Surfacing/Painting (RDH Drywall) (2 Courts: 30 x 60 each)	Surface prep, Acid Pressure Wash, Seal Surface, Apply Color, Paint Lines	\$26,200.00
Equipment (BSN Sports)	Quick Start Round Posts, Steel Cable Net, Sleeves)	\$1,289.26
Fencing & Privacy Lathe Costs (Pass Fencing)	Fence with 2 Gates, Privacy Slats	\$26,600.00
Benches (Belson Outdoors) - Model PB6-TRAIING (Cedar w/black frame) In Ground Mount - 6' Length	2 Benches Total - \$845.00/each	\$1,690.00
Freight is free with this model of bench	Freight for Benches	\$0.00
	Estimated TOTAL	\$70,979.26