**Laura and Peter Mossakowski Family Dog Park**

**Village of Bellevue**

**Kickoff Meeting Minutes**

**August 28, 2015**

The kickoff meeting was conducted with members of the dog park committee along with Stephanie Schlag from Bellevue, Garret Perry (Design Studio etc.) and Mark Schuster (REL). We reviewed the goals, needs and wants of the committee so we could begin to develop a preliminary layout of the Master Plan. Notes by Mark Schuster and Garret Perry.

After introductions, the following topics were discussed:

**Site History –** Committee meetings for about 3 years

**Goals and Vision**

* Does the committee want to charge a fee for using the park?
  + Added fee to annual dog license
  + User fee paid on-site on the honor system
  + Collar tag to show fees are paid
* Develop a dog park open to the public but may institute fee based system to help to cover maintenance and construction cost
* Construct a park that is open, friendly and inviting
* Construct a park that is as maintenance free as possible
* Construct in phases
* Layout facilities for future expansion and development
* Park to be open year round no snow plowing inside fence
* Should include a playground area for children outside of dog area but visible from within the dog area. If playground is visible from highway it may attract more visitors to park
* Be able to host the K9 Carnival (an annual fund raiser in the spring with potential 300 people in attendance)
* Mark to check to see if the County is rebuilding Bellevue Street (CTH XX). If so, will there be sidewalk along Bellevue Street?
* Ultimate plan to include pedestrian bridge over East River to East River Trail where dogs are allowed
* Aspirations to have this be an inner loop in the bigger path system connected to East River Trail in Allouez

**Park Needs:**

* Access driveway – (May need to get driveway/culvert permit from county)
* Parking area
  + Village requires it to be paved
  + Probably 15 to 20 spaces
  + Additional 50 spaces on “reinforced grass”
  + Additional parking may be allowed at kennels across the street
* Fenced in area for dogs
  + 4” wire netting verses chain link
  + Wood post verses metal posts
  + Probably a 6’ high fence would be the best
* Desire separate entrances for large dogs and little dogs from the public “on leash” area. All entrances and exits will have two ingress/egress gates with vestibule in between.
* Little dog area should be minimum 50’ x 50’.
* K9 Carnival has “Lure Course” that will probably be located in little dog area
* Trees – Not lots of trees, but should be placed in groups
* Walk ways in public area probably need to be paved
* Walkways within dog areas could be:
  + Wood chip
  + Limestone screenings
  + Gravel
  + Paved
* Park Benches – where and how many, what style? Will include in various quantities on concept plans
* Picnic Tables – Already have 8 donated (4 treated wood and 4 plastic coated metal)
  + Could have a “bench/picnic table building day”. Locate benches so people do not congregate at entrance
* Local police department would like a memorial for the police dog that died
* Natural Aesthetics
  + Boulders
  + Tree Trunks
  + Stone engravings
  + Benches made out of tree logs
* Prefer sitting stations/areas spread out and not congregated at entrance
* Location for porta potties – temporary area outside of dog park for access for cleaning/pumping
  + Village pays about $100/month when they are cleaned/pumped once/week
  + Probably need one co-ed unit that is ADA accessible
* Open-air Gazebo - Varieties will be shown on concept
  + Located inside dog area
  + Commercial type
  + Tent/sail type
  + Pergola roof type
* Garbage cans – located for easy emptying by Village. Will have discussion with village staff to see how they are willing to pick up waste. Will show one concept with center dumpster and other concept with multiple 50 gallon containers dispersed throughout fenced in area
* Poop Bag Dispenser(s) – place at strategic locations
* Need to investigate recycling dog poop
* Recycle bin – in public area
* Signage – need to follow Village regulations
  + At entrance to the park displaying name of park
  + Signs in park with park rules
  + Will need to verify park name for entrance sign and for sign in dog park
* Water
  + Mark to check to see if there is Village water on Bellevue Street
  + Probably want water bubbler with spigot for watering dogs in large dog area
  + Will need water for permanent restrooms
  + Do not need to provide water in wintertime
  + Don’t need water in little dog area
  + Add wash off pad for cleaning dogs coming out of the river
* Electricity
  + Need for parking lot lights?
  + Do we need for security?
  + Do we need in permanent restrooms?
  + May add a few lights inside fenced in area for security on use during daylight savings
* Park Hours
  + Dawn to Dusk
  + Village parks close at 10:00 p.m.
* Recognition Board – Need to recognize donors and contributors

**Park Wants:**

* Permanent restrooms
  + Have cater room attached?
  + Have picnic overhang area attached? (Sized for about 8 to 10 picnic tables)
  + Storage room
  + This will be used by all park attendees and will eventually be the center piece for K9 Carnival food area
  + Could act as a trail head facility and could potentially be a Village pay item
* Storage Building – don’t know yet if needed
* Dog Wash Area – splash pad with hose bibs to rinse off dogs after they have been in river
* Water Feature(s)
  + River is natural water feature
  + Kayak access could double as dog access to river
    - Funding may be available
    - Village currently installing one on river north of park

**Additional Amenities**

* Agility Area
  + Playground type
  + Along the path type
* Children’s playground
  + Natural features instead of commercial swing sets
* Bike Parking Area
* What does Village’s current Park Plan include?

**Schedule:**

* Next Meeting September 25 at 12:30 p.m.
  + Present 2 alternate layouts
  + Present options for amenities
  + Hope to present to Village in October/November