

**Meeting Minutes  
New Prague Park Board  
Tuesday, July 14, 2009  
6:30 PM**

**1. Call to Order**

The meeting was called to order at 6:32 PM by Member Amy Jirik. Members present were Kay Wilcox, Mike Slavik, Katie Leaver, J.C. Ingebrand and Amy Jirik. Youth member present was Kaitlyn O'Neill. Absent were Allen Mahowald, Dominic McConnell and youth representative Karynn Lehne. Staff present was Ken Ondich – Planning Director and Jim Calliguri – Parks Maintenance Supervisor.

**2. Welcome J.C. Ingebrand back to the Park Board**

The Park Board welcomed back J.C. Ingebrand to the Park Board. J.C. Ingebrand stated that he was on the Park Board for 12 years up until December 31, 2008 and that he was glad to be back.

**3. Approve Previous Meeting Minutes**

A motion was made by Wilcox, seconded by Leaver to approve the June 9, 2009 meeting minutes, which passed unanimously (5-0, McConnell and Mahowald Absent).

**4. Review Financial Reports**

Planning Director Ondich presented the financial reports to the Park Board, noting that during the month of June an additional \$679.53 was added to the Park Equipment Fund from residential and commercial permits. He also noted that the official financial statement was not available this month but would be provided at the August meeting.

A motion was made by Leaver seconded by Slavik to accept the financial reports as presented, which passed unanimously (5-0).

**5. 2009 Park Board Budget**

Planning Director Ondich stated that the Park Board has not been able to spend any of the 2009 Park Board Budget Funds (\$20,000) due to the State Budget issues and how that might affect the City's LGA (Local Government Aid). He stated that since the June meeting, staff has learned that the state's budget did not cut any additional funds to the City and therefore the full \$20,000 Park Board budget is again available for expenditures.

He stated that in order to begin the process of moving forward on budgeted purchases that he would like a final review of the 2009 Park Board budget and goals listing to determine if any priorities have changed. He noted that staff had obtained quotes for the Heritage Greenway Trail Link and that the price had increased to \$7,500 which should be reflected in the 2009 Budget. He also noted that the preliminary cost of the warming house for the Sliding Hill Skate Park was a little over \$67,000 using staff labor. He noted that the Park Equipment Fund currently has \$67,000 available, but that the final cost was not determined for the shelter. He suggested that another \$5,000 to \$10,000 be reserved in the 2009 Budget to utilize for the warming house if it was determined that such a project was still a priority in 2009. He stated that he also included a quote and picture of the “4 wheeler” that could replace the diggers in Memorial Park for inclusion on the 2010 Goals listing.

J.C. Ingebrand asked how the Heritage Greenway Trail Link would be completed.

Planning Director Ondich stated that it would extend east to Lexington Ave. N. then south to Bohemia Street.

The Park Board noted that the #1 priority for the 2009 Park Board budget funds was the Heritage Greenway Trail Link.

Kay Wilcox asked staff to discuss the Foundry Hill Park Trail Extension Project.

Planning Director Ondich stated that the Foundry Hill Trail Extension project was moving forward as it was budgeted by the City Council. He stated that staff was in the process of obtaining quotes and that it would connect from Foundry Hill Park west to the Raven Stream Village development near the west water tower.

Kay Wilcox stated that since it appeared that the Foundry Hill trail project was moving forward that the “West Foundry Hill Park” sign by the water tower would be appropriate.

The Park Board agreed that the West Foundry Hill Park sign would be the 2<sup>nd</sup> priority for the 2009 Park Board Budget Funds.

Kay Wilcox asked staff to obtain a quote and drawing from Brushwork Signs for a Memorial Park replacement sign with acknowledgement of the Golf Course and American Legion at the bottom similar to the “adopted by” signs at other parks.

The Park Board agreed to discuss the rest of the 2009 Park Board budget items at the August meeting when the final costs and information on the warming house would be available for review.

## **6. Sliding Hill Skate Park Parking Lot – Signage Discussion**

Planning Director Ondich stated that at last month’s meeting it was discussed that student parking in the Sliding Hill Skate Park parking lot during school hours was becoming increasingly more prevalent and that ideas for signage were discussed to help put a stop to the lot being filled up by students who are avoiding paying the fee to park in the

school's parking lot. He stated that the Park Board ultimately recommended a 3 hour time limit for the lot during school hours only as noted on the sample sign language. He noted that other no parking signs around the school limit parking during the hours of 7AM to 3PM on schools days. He stated that he spoke with Tim Rybak of the school district who also indicated they could include information about not parking in the City's parking lot during school hours in a flyer this fall and would consider participating in the cost of the sign. He stated that the parking time limit would require police officers to mark tires of cars parking in the lot to determine if they have not moved in a 3 hour time period and that a ticket for violation of the parking limit would cost \$42. He stated that if the Park Board supports the installation of the sign and the wording used, staff would obtain a quote and seek approval for purchase at a future meeting.

A motion was made by Ingebrand, seconded by Slavik, to approve the language on the sign and approve obtaining a quote, which passed unanimously (5-0).

## **7. Miscellaneous**

**A. 2009 Trail Seal Coating** – Planning Director Ondich stated that at the July 6, 2009 City Council meeting the 2009 Trail Seal Coating project was approved. He stated that a map was included in the packet showing the trail segments being seal coated and noted that the project cost was just over \$16,000. Jim Calliguri noted that the seal coating for the Heritage Park tennis court would be a different product.

**B. Warming House at Sliding Hill Skate Park - Update** – Planning Director Ondich stated that since last month's meeting he had contacted Jason Witt of the New Prague Hockey Association to inquire about their interest in volunteering to assist constructing a warming house at Sliding Hill Skate Park. He stated he has not heard back from him since he sent a schematic drawing to him. He also noted that the Building Official had done a brief review of the plans and that It was noted that roughly \$67,000 is available for the shelter construction at this time. He provided a building elevation and floor plan drawing for the Park Board to review. It was noted that the building would be rock face block that would need to be painted. The Park Board asked staff to research if the building could be left unpainted. It was noted that labor and fees for Jim Kratochvil would be related to equipment and related fees for his time. Kay Wilcox stated that the one piece that had not been discussed or approved by the Council was the labor for warming house attendants and the hours of operation. Kaitlyn O'Neill stated that the National Honor Society is always looking for volunteer opportunities and that working in the warming house could be an option. Planning Director Ondich stated that along the final review for the warming house project should be available at the August meeting and that he would also provide information about possible hours and staffing needs.

**C. Thank You to Mike Slavik for Settlers Park Shelter Work** – The Park Board thanked Park Board Member Mike Slavik for his volunteer work painting the new picnic shelter in Settlers Park and also for assisting with the color selection. Mike

Slavik stated that he was happy to help and would like to help with future projects. He noted that the Southside Park shelter is showing its age. J.C. Ingebrand also suggested that power be brought to the shelter as well.

- D. Thank You Letter from Paul Berg** – Planning Director Ondich stated that included in the packet was a thank you letter from Paul Berg regarding the outdoor hockey rink and maintenance of the baseball fields.
- E. 2010 Park Board Budget and Goals** – Planning Director Ondich stated that beginning at the August Park Board Meeting the process of establishing the 2010 Park Board Budget and Goals will begin.
- F. Heritage Park Basketball Courts** – Kay Wilcox asked about the condition of the basketball hoops at Heritage Park. Jim Calliguri stated that the nets were replaced with metal nets earlier this year and that they were in good shape otherwise.
- G. Band Shell** – Kay Wilcox stated that she had been by Huber Park in Shakopee where she saw their band shell and stated that she believed a band shell in New Prague would be a great addition. She stated that Sliding Hill Skate Park would be a good location out of the way of residences nearby. Mike Slavik and Amy Jirik suggested that a location in the middle of town, such as at Memorial Park, would be a better location. Amy Jirik suggested researching the “Wenger Corporation” of Owatonna for band shells.

## 8. Adjournment

A motion was made by Slavik seconded by Ingebrand, to adjourn the meeting at 7:34 P.M., which passed unanimously (5-0).

Respectfully Submitted,



Ken Ondich  
Planning Director