

**Meeting Minutes  
New Prague Park Board  
Tuesday, October 12, 2010  
6:00 PM**

**1. Call to Order**

The meeting was called to order at 6:30 PM by Chair Allen Mahowald. Members present were Kay Wilcox, Sharon Brown, Mike Slavik, Allen Mahowald, Matthew Lasch, and J.C. Ingebrand. Absent was Amy Jirik. Youth Representative Darren Brown was also absent. Staff present was Ken Ondich – Planning Director and Jim Calliguri – Parks Maintenance Supervisor.

**2. Approve Previous Meeting Minutes**

A motion was made by Wilcox, seconded by Brown to approve the August 17, 2010 meeting minutes. Motion carried (6-0, Jirik absent).

**3. Review Financial Reports**

Planning Director Ondich presented the financial reports to the Park Board, noting that during the month of September \$703.44 was added to the Park Equipment Fund from residential and commercial permits.

A motion was made by Ingebrand, seconded by Lasch to accept the financial reports as presented. Motion carried (6-0).

**4. Fence in Memorial Park – Steve Frost**

Planning Director Ondich stated that Steve Frost has asked City Staff if he can replace a fence that he installed many years ago on the edge of Memorial Park which is city property. He added that the fence is currently a split rail wood fence and is in a state of disrepair which is why Mr. Frost would like to replace the fence on the city's property. He stated that staff does not have an issue with Mr. Frost replacing the fence in the same location at his own cost.

Mr. Steve Frost submitted a letter to the park Board regarding the fence. He stated that the fence has existed in a couple of different forms dating prior to 1979 and in 1992 were granted permission to remove the original fence and replace it with the current split rail fence. He stated that he would again like to replace the fence at no cost to the City.

A motion was made by Wilcox, seconded by Slavik to allow Mr. Frost to replace the fence per the 1992 permission granted by the City as the fence and location would not be changing. Motion carried (6-0).

## **5. Eagle Scout Brush Clearing at Foundry Hill Park – Update by Alex Woyda**

Planning Director Ondich stated that an Eagle Scout named Alex Woyda was present at the July Park Board meeting to discuss a project to clear a path through the brush in the Foundry Hill Park woods and also construct a couple of benches. He added that staff has met with Alex Woyda recently and has agreed to allow his project to move forward and that attached to the packet is a project description.

Alex Woyda was present at the meeting to address the Park Board about his project. He stated that the work date for the project was Saturday October 9<sup>th</sup> from 8AM to 2PM with 38 volunteers that helped with the work.

A motion was made by Lasch, seconded by Ingebrand to thank Alex Woyda for his Eagle Scout Project and to also to thank him for the project coordination and his hard work.

## **6. Zamboni Discussion – Mike Dietz**

Planning Director Ondich stated that he received a request from Mike Dietz who is working with the New Prague Hockey Association to purchase an ice resurfacer (zamboni) to resurface the outdoor ice rink located at the Community Center and they would like to know if the City would be willing to contribute funds to the purchase of a used ice resurfacer which could then be used by the City to resurface the ice at the hockey rink at Sliding Hill Skate Park. He stated that Mr. Dietz has indicated that he has found a few used resurfacers in the \$5,000 price range. He stated that the second part of Mr. Dietz's request is if the City would be willing to allow the ice resurfacer to be stored at the new warming house – which was constructed with a garage stall specifically for the future storage of an ice resurfacer. He stated that regarding the monetary contribution, staff does not believe that there are any Park Board funds available to be committed towards an ice resurfacer because the available "Park Equipment Fund" money is not to be used (by state law) for anything except for park equipment and facilities.

Craig Gregor, President of the New Prague Hockey Association, was present at the meeting to address the Park Board regarding the request for funding and storage area. He stated that the hockey association has 265 members and 21 teams. He stated that they need to rent ice time in other cities to find enough time for all the teams and members. He stated that they recently went from District 4 to District 6 which is much more competitive. He stated that because of this they want to upgrade their outdoor rink at the Community Center. He stated that the Community Center has a zamboni but that it is only for indoor use and is owned by the community center, not the hockey association. He stated that although they didn't budget money for an outdoor zamboni they do have funds available for one in the \$6,000 range. He stated that their biggest issue is an indoor storage area for the zamboni and that they were aware that the new city warming house was constructed with a garage space for storage of a zamboni. He stated that annual maintenance of a zamboni would be expected at \$2,000 to \$3,000 per year, but that would be typical of a machine used a lot more often than would be expected of this zamboni. He stated that a great improvement in outdoor ice conditions could be expected as well as less maintenance time and possible water savings.

Jim Calliguri stated that he thinks if City staff had access to use of the zamboni it might save money in the long run due to staff time and maintenance as a zamboni could be used one time per day at the city rinks.

The Park Board asked what sort of arrangement could be worked out if the City allowed storage of the zamboni in the warming house. It was suggested that one time of use per day might be an acceptable trade off.

Planning Director Ondich stated that he had spoken with the City's insurance agent, Chuck Tupy prior to the meeting who advised that if the City would entertain storing the zamboni that the City would want to obtain a copy of the certificate of insurance from the New Prague Hockey Association showing their liability insurance and also noting that the association would need to have their own insurance policy for the zamboni itself.

Craig Gregor stated that the hockey association might consider it a "wash" to have the ability to store the zamboni in the City building in exchange for allowing the City to use the zamboni one time per day.

A motion was made by Wilcox, seconded by Brown to recommend that the City Council consider allowing the New Prague Hockey Association (NPHA) to store their zamboni in the warming house at Sliding Hill Skate Park in exchange for use of the zamboni by City staff on a daily basis and if the NPHA provides the city a copy of their certificate of insurance showing liability insurance and coverage of the zamboni itself. Motion carried (6-0).

## **7. Dog Park Discussion**

Planning Director Ondich stated the topic of a dog park has been discussed at various times over the past 10 years and more intensively with the Park Board since 2007 when a dog park has been listed as a short or long term goal of the Park Board. He stated that discussions this year date back to the April Park Board Meeting. He stated that the location at Sliding Hill Skate Park is 1.28 acres in size and is not directly adjacent to any residential homes, provides access to a parking lot and also access to the City's trail system. He stated that at the August Park Board meeting it was recommended that an article be placed in the September City News to gather comments on a possible dog park and that a copy of all the comments received is attached with the packet. In summary, we received 17 letters and e-mails of support and 3 letters and e-mails in opposition.

He stated that since the last meeting, staff has met with Teri Hodapp who has agreed to head up a volunteer fundraising effort to help get a dog park project approved and in place. He added that should the City Council ultimately agree to allow a dog park at the proposed location in Sliding Hill Skate Park, the City would be willing to accept donations for the dog park by placing them in a designated fund until enough funds are available to complete the project.

He noted that a memo from the League of Minnesota Cities Insurance Trust titled “Off Leash Dog Parks – Who Let The Dogs Out?” outlines that there are no additional insurance implications or liabilities to the city for having a dog park. He stated that he also confirmed this with the City’s Loss Control Consultant at the League, Matt Columbus.

He stated that the dog park would initially consist of the following items at the following cost: 4’ tall vinyl coated chain link fence - \$18,200 (fully installed by professionals), Trash can - \$400, Welcome and rules sign - \$170, Metal bench - \$600, Yard Hydrant for water - \$5,185 (fully installed by the City), Dog waste bag holder – (this could be created and not purchased) for a total of \$19,370 (not including a yard hydrant for water or a dog waste bag holder). He stated that annual maintenance costs have been estimated by the Parks Department at \$3,060 for a year.

He stated that because of the expected \$3,060 in annual maintenance costs for the dog park, staff would like discussion on a possible fee to help off-set the costs. He stated that the fee would most easily be collected when annual dog tags are acquired at City Hall and that currently there is a \$10 fee per year for dog tags. He stated that staff does not know what sort of annual fee users might be willing to pay or how many users might be out there but would not suggest anything above a \$20 annual fee per dog if discussion leads to suggesting an annual fee for usage. He added that since there would be no city staff at the dog park making sure users have paid their fee, it would need to be “self policed” by the users to ensure that all dogs have the necessary tag to use the park. He stated that the easiest thing to do would be to charge an extra \$5 on all dog tags (we issued 288 this year) which would garner about \$1,400 additional funds annual for the dog park.

Kay Wilcox stated that she would suggest that the annual dog license fee be raised to \$20 to cover the annual maintenance costs and make it mandatory for all dog licenses and not just those that want to use a future dog park.

Matthew Lasch asked if anyone had looked into asking Petco for donations. He also suggested maybe just mowing a path in the dog park versus the entire area.

Jim Calliguri stated that the mower used at Sliding Hill Skate Park is pretty large and it would not make much sense to mow just part of the dog park area.

A motion was made by Wilcox, seconded by Lasch to recommend that the City Council approve the establishment of a 1.28 acre dog park at Sliding Hill Skate Park and to accept donated funds which would be used to pay for all costs associated with the construction of the project and also to recommend that if a dog park is constructed that the dog license fee be raised to \$20 per license to off-set annual maintenance costs. Motion carried (6-0).

## **8. Draft 2011 Park Board Projects and Goals Listing**

Planning Director Ondich stated that included in the packet is the 2011 Draft Park Board Project and Goals Listing. He stated that the initial budget process will include \$19,000 for Park Board projects and that he would like review and feedback on the drafted projects and goals listing. He noted that the current listing for the Park Board Budget

includes \$6,100 over the beginning budget amount of \$19,000 and at minimum this amount in projects needs to be removed from the listing.

Kay Wilcox suggested removing the Settlers Park Grand Opening and signs for Memorial Park and Southside Park.

Planning Director Ondich stated that the Settlers Park woodchip trail would be a good Eagle Scout Project candidate considering the project just completed at Foundry Hill Park Woods. He stated that he would remove the grand opening, Southside and Memorial Park Signs as well as the Settlers Park woodchip trail from the listing and bring the list back for final review and approval at the November Park Board meeting.

## 9. Miscellaneous

- a. **2010 Pool Attendance Memo** – Planning Director Ondich stated that attached is a memo was included in the packet about the attendance of the pool during the summer which is the first year that any sort of attendance numbers have been kept for daily attendance.
- b. **Dozinky Softball Tournament Donation** – Planning Director Ondich stated that attached is a check from the 2010 Rick Tietz Classic Softball Tournament in the amount of \$3,208.76 which is donated to the City for the purpose of the City's future athletic complex (softball fields). To date they have donated just over \$91,000 to the City for this purpose.
- c. **Memorial Park – Flower Bed Location Map** – Planning Director Ondich stated that the roadway and parking improvements in Memorial Park have been completed and that there were areas that the Park Board requested be left open for flower beds. He stated that upon the request of Chair Mahowald he had included the map in this month's packet.

Allen Mahowald stated that he had marked all the garden beds in the park with white flags. He stated that he would like to set up a committee to help design and plant the gardens with donated materials. Sharon Brown and Matthew Lasch stated that they would be willing to be on the committee and help out as possible.

- d. **Disc Golf Adoption Request** – Planning Director Ondich stated that a request has been made by a group of disc golfers that would like to possibly adopt the disc golf course at Southside Park and that the disc golf course is currently not split out from the rest of Southside Park which is wholly adopted by the New Prague Boy Scouts.

The Park Board stated that they are OK with splitting off the disc golf course if a group would like to adopt just that area of the park.

## 10. Adjournment

A motion was made by Brown, seconded by Slavik to adjourn the meeting at 6:51 PM.  
Motion carried (6-0).

Respectfully Submitted,

A handwritten signature in black ink that reads "Ken Ondich". The signature is written in a cursive style with a large, stylized "K" and "O".

Ken Ondich  
Planning Director