

Meeting Minutes
New Prague Park Board
Tuesday, September 19, 2006
6:30 PM

1. Call to Order

The meeting was called to order at 6:35 PM by member J.C. Ingebrand. Members present were Amy Jirik, Kay Wilcox, Dominic McConnell, Mark Remfert, Stacey Witty, Katie Trewartha and J.C. Ingebrand. Absent was Kristin Guerrette. Staff present was Ken Ondich – City Planner and Jim Calliguri – Parks Maintenance Supervisor.

2. Approve Previous Meeting Minutes

A motion was made by Wilcox, seconded by McConnell to approve the August 8, 2006 meeting minutes, which passed unanimously (5-0).

3. Review Financial Reports

Planner Ondich presented the financial reports to the Park Board. He noted that many bills related to the Sliding Hill Skate Park Project were paid in the past month. He stated that there should be one last bill for construction work at the park as well as a bill for trees in the park and the last few bills for the lighting components. He also noted that the Park Property Acquisition Fund would be at a zero balance after October 1 and that the City's general fund would be paying the remainder of the payments for the athletic complex land this year and that money was levied in 2007 for the rest of the payments.

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

4. Benches for Sliding Hill Skate Park

Planner Ondich presented a quote from Flanagan Sales, Inc. for purchasing either two benches or three benches for the Sliding Hill Skate Park. He stated that they would be forest green to match the trash cans that were recently purchased. He stated that staff supports purchasing three benches for the park instead of two. He noted that under \$2,000 would be remaining in the 2006 Park Board Budget after the benches are paid for.

A motion was made by Wilcox, seconded by McConnell to purchase three park benches from Flanagan Sales, Inc. in the amount of \$1,062.87 from the 2006 Park Board Budget with consideration for placement of the benches along the bituminous path leading to the ice rinks, which passed unanimously (5-0).

5. Memorial Park Infant Swing Set Installation Items

Planner Ondich stated that last fall the City received an infant swing set to install at Memorial Park in exchange for a color mistake they made to some playground equipment at Settlers Park. He stated that installation was put on hold this year while other projects are being worked on. He stated that staff has time to install the swing set, but there are other related items that must be paid for to install the swing set and very little money to pay for the items. He stated that the woodchips could cost around \$2,200, a sidewalk surround could cost \$1,200 and an extra \$1,100 for the concrete footings and fabric for under the woodchips for a total of about \$4,500. He stated that the 2006 Park Board Budget and the Park Equipment Fund do not have funds available to cover the costs currently. He suggested that the Park Board wait to authorize the project until early in 2007 when more funds will likely be available.

J.C. Ingebrand stated that the installation of the infant swing set should just wait until next year.

Kay Wilcox asked that purchases for 2007 be put on the financial summary in different colors so we can keep track of the expenses that have been discussed for 2007.

Dominic McConnell asked if the City has received any complaints about not having the infant swing installed at the park yet.

Planner Ondich stated that he had received a phone call about it but that they were more curious about if the swing would still be installed. He asked the park board what fund they felt the expenses should come out of for the installation of the swing.

Dominic McConnell stated that the Park Equipment Fund should be used for the purchase of the items of the installation of the swing set.

Amy Jirik stated that the swing set should be installed as early in the year as possible so that it can be utilized for the entire spring, summer and fall.

6. Bathroom Surrounds – Settlers Park and Sliding Hill Skate Park

Planner Ondich stated that Jim Calliguri had an idea to construct bathroom surrounds for the portable bathrooms at Settlers Park and Sliding Hill Skate Park, similar to what was done at Southside Park a few years back. He stated that the Settlers Park Surround would cost around \$1,100 and the Sliding Hill Skate Park Surround would cost around \$2,200 for all the materials involved. He noted that the wood used would be cedar. He stated that the total cost would be \$3,300 for both. He noted once again that funds are not available to purchase the materials for the surrounds but that they could be done in 2007.

J.C. Ingebrand asked staff if there was a way to hold the bathrooms in place with the wooden surround because he had seen in the police reports that the bathroom at the skate park had been knocked over.

Jim Calliguri stated that the bathroom surrounds are what will keep the bathrooms from being tipped over as they are chained in the surround and locked into place so they can't be tipped over or pushed out.

Kay Wilcox stated that the Settlers Park bathroom surround should be made to the size to accommodate an ADA compliant portable toilet.

Jim Calliguri stated that this would have a little extra materials cost but that it could be done and an ADA toilet could be ordered for Settlers Park in the spring.

Planner Ondich asked the Park Board what fund they feel the purchase should be taken from. He stated that he believed it should be from the 2007 Park Board Budget. He gave an overview of the projects already committed to 2007 Park Board Budget funds.

Kay Wilcox stated that she questioned the need to keep the \$3,000 for field fences at Northside Park on the 2007 committed funds list.

The Park Board agreed that the \$3,000 for field fences at Northside Park should be removed from the 2007 committed funds list.

Kay Wilcox stated that the purchase of the materials for the surrounds should be taken out of the 2007 Park Board Budget after January 1st.

Jim Calliguri stated that he would construct the surrounds himself on-site at each park.

7. Sign for Foundry Hill Park

Planner Ondich stated that the parks staff had been inspecting and repainting the park entrance signs recently and discovered that the Foundry Hill Park sign was rotted and in overall very poor shape. He stated that staff determined that the sign should be taken down. He stated that a new sign could be done in the style similar to Settlers Park as has been discussed in the past. He noted that the cost would be around \$2,000 that would have to wait until 2007 for completion. He stated that the City may even save money by purchasing this sign and the Sliding Hill Skate Park Sign from Brushwork Signs at the same time in January. He stated that he could obtain a sign quote/proof.

The Park Board stated that they were supportive of obtaining a sign quote and proof to review in the next month or two.

8. Miscellaneous

A. Park Brochure Project – Disc Golf Promotion Ideas – Planner Ondich stated that the class working on the brochure project has been thinking of ideas to further promote the disc golf course at Southside Park and would like to know if the Park Board is open to the idea of putting information about the course into news releases they will give to the New Prague Times. They also suggested either giving away or borrowing the 9 discs at City Hall, but staff suggests advertising the fact that we have some available to sell for \$5.00.

J.C. Ingebrand stated that an idea could be to give one disc away to the first person who brings in the news release from the paper about the disc golf course.

Kay Wilcox asked if maps could be brought to the sports store in town to have to give out to people and to find out if they sell discs to use at the course.

Jim Calliguri stated that they put up a big map of the disc golf course down by the course and have cleaned up the area quite a bit.

Kay Wilcox asked Mark Remfert and Katie Trewartha to bring maps and the discs to the sports store to sell them. She stated that the store could take one-half the profit from the sale of the discs for the promotion of the disc golf course.

B. December Meeting Date – Final Brochure Presentation by MSU – Planner Ondich stated the class working on the brochure would like to make their formal presentation to the Park Board on December 5th which is the Tuesday before the normal meeting date because the week of our normal meeting time they have finals. He stated that he would like input on if this meeting date change would work for everyone.

The Park Board stated that moving the Park Board Meeting date in December up a week to December 5th would be fine in order to accommodate the final presentation of the Parks Brochure by the class at MSU.

C. Yackly Cabin Park – Girl Scout Garden – Planner Ondich stated that the girl scouts that have the garden at the Yackly Cabin park site have inquired about replacing the fence around their garden. Staff suggests that the fence may not be needed and the girl scouts could move or redesign the garden because the cabin no longer exists on the site. He asked for Park Board input.

Jim Calliguri stated that with the fence the garden is hidden to the public and that a lot of people think that it is a private garden. He stated that maybe the City could add some benches to the park.

J.C. Ingebrand stated that he likes the idea of opening up the garden and even making it larger.

Kay Wilcox asked that the girl scouts bring a plan or idea to the park board that could be discussed at a future date.

J.C. Ingebrand also stated that some trees could be added to the park in the future.

D. Sliding Hill Skate Park Revision Review – Planner Ondich stated that a revised proof of the entrance sign for the Sliding Hill Skate Park was in the packet for informational purposes only and is based on the revisions suggested last month.

E. Highway 19 Reconstruction – Kay Wilcox gave a brief update about the reconstruction of Highway 19 from 10th Ave. out to Alton Ave. She stated that roundabouts are being considered for the three intersections within that span of road. She stated that MnDOT is only planning for sidewalks on each side of the street at a width of 5' for pedestrian use. She stated that this does not seem to fit with the City's policy to require a trail on at least one side of the road for collector or arterial streets in new developments. She added that this would ensure that the trail system is connected between 10th Ave. and Alton Ave. which could some day provide a trail leading all the way up to Shakopee as a very long term plan.

J.C. Ingebrand stated that a trail on at least one side of TH 19 is a good idea especially for connecting the trail on 10th over to the trail that is already been partially planned on Alton Ave.

Planner Ondich stated that a 10 foot wide bituminous trail has been planned on the east side of Alton Ave. in the Eastland Development which is south of TH 19 with a 6' concrete sidewalk on the west side of Alton Ave. He stated that a trail connection along TH 19 and Alton would be a very good idea instead of just a 5' wide sidewalk that bikers would have to use in the current MnDOT plan. He added that in new developments the City typically has been requiring a sidewalk on one side of collector streets and arterials and a bituminous trail on the other side. He stated that he could pass along the concerns of the Park Board to MnDOT for consideration.

F. Dozinky Softball Tournament – Kay Wilcox stated that the Dozinky softball tournament took in about \$6,000 over the weekend that is donated to the City to use for the development of the athletic complex. She stated that she hopes the newspaper will do a article about the tournament so that people won't forget why the money for the tournament is going towards. She suggested that because Rick Tietz started the tournament that when the athletic complex is completed the concession stand should be named after Rick Tietz.

G. Parks Update – Jim Calliguri provided a brief update regarding the operation of the parks. He stated that the planting of trees along with the assistance of Park Board Youth Representative Mark Remfert will take place soon in the Sliding Hill Skate Park. He stated that it has been a busy summer with many events taking place in the parks.

9. Adjournment

A motion was made at 7:25 PM to adjourn the meeting by Wilcox, seconded by McConnell, which passed unanimously (5-0).

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
City Planner