

**Meeting Minutes
New Prague Park Board
Tuesday, January 11, 2005
6:30 PM**

1. Call to Order

The meeting was called to order at 6:38 PM. Members Present were Kay Wilcox, Dominic McConnell, Jim Westall, and Kelly Mamer. Members Absent were J.C. Ingebrand, Kristin Guerrette, and Gary Meyer. Staff present was Ken Ondich – City Planner and Renee Christianson – City Planner.

**2. Pet Walk Fundraiser -
Mona Porvaznik**

Mona Porvaznik was present to address the Park Board regarding a pet walk fundraiser she is planning. She indicated that the name of the walk would be the “Pets for Nature Pet Walk”. She stated that the event will take place on Saturday May 7th from 9:00AM to 11:00AM and was not sure of the number of participants involved in the walk because it would be the first time the event was held. She indicated that the route for the pet walk would begin and end at Greenway Park and would be about 3 miles in length. She indicated that she would have brochures for the event at the beginning of March. She stated that they would have a bathroom area roped off for the pets which would be picked up immediately. She informed the park board that the goal of the walk would be to raise money for benches, trees, and pet waste receptacles along the paths of parks in New Prague.

Dominic McConnell and Kay Wilcox brought up the discussion from last month's meeting at the Park Board when Mr. Nate Girard, New Prague Resident, presented information to the Board regarding pet waste receptacles along paths in New Prague.

Kay Wilcox asked Ms. Porvaznik if she would be ok with the money raised going to pay for benches and regular trash receptacles along the trails, citing concerns about maintenance of the pet waste receptacles.

Ms. Porvaznik stated that she would be ok with regular receptacles.

Kay Wilcox asked about parking at the Brahma for the event.

Renee Christianson asked that the Park Board be given a brochure when it is completed.

Jim Westall asked for a cost breakdown of brochures and advertising for the event.

Ms. Porvaznik stated that she will print about 500 brochures for the event.

Renee Christianson stated that if the brochures could be copied black and white that they could be copied at City Hall.

Kay Wilcox informed Ms. Porvaznik that the event could be put in the community education brochure.

The Park Board thanked Ms. Porvaznik for providing them information about the event.

3. Candidates For Youth Representative

Matthew Eldred was present as an applicant for the Park Board Youth Representative position. The other applicant Josh Gebhart was not present.

The Park board interviewed Matthew Eldred.

Matthew Eldred stated that his dad has a background in parks from working in Center Point Iowa and from working in Prior Lake. He stated that he uses the greenway system often, knows about the new park being developed in Prague Estates, and stated that he knows about the park dedication fees that the City requires developers to pay. He also stated that he likes the idea of using historical features in parks. He stated that even though he does not skate, many kids at the high school would like to see the addition of a skate park in the City. He stated that Memorial Park is in bad shape and that the referendum for the parks could have failed because it was a choice between the schools or the parks this fall. He stated that he has lived in New Prague for three years and commented that even though it was a short time he has lived in the City that he can bring his experience with parks in other towns. He ended by stating that he is involved in activities in school such as Model Assembly, Student Council, and Choir. He pointed out that he is not in sports so that he should not have any conflicts with attending meetings.

Matthew Eldred asked to sit in on the remainder of the meeting and the Park Board invited him to stay.

4. Sliding Hill Concept Plan / DNR Park Grant Application Update

Jason Witt presented a revised concept plan drawing which took into consideration the location of the yard waste site to the north of the park area. The concept plan showed one softball field, two hockey rinks, one recreational skating area, two skate park pads, a 40 stall parking lot, a warming house, pathway system, and trees throughout the park.

Ken Ondich stated that the grant application was to include one skate park pad and equipment, the 40 stall parking lot, the recreational ice skating area, and the paths within the \$90,000 committed by the park board and the potential additional \$90,000 if the city were to receive the DNR Outdoor Recreation Grant. He added that if a hockey rink and

warming house could be added to the project within the price estimates that the Park Board could consider adding those items.

Kay Wilcox stated that staff could speak with Dave Edberg at the High School about building a warming house for the park.

Renee Christianson asked Mr. Witt how long it might take them to develop the facilities in the park.

Mr. Witt stated that they could probably do the work in 60 days.

Mr. Ondich stated that he had indicated the work to be done in 2006 because his past experience with the DNR grant was that it took nearly three months from the time of being notified for grant funding until expenses could be incurred for the project, which puts the work starting in possibly in September. He then asked the Park Board if they would like to hold the required public hearing for the grant application at the March Park Board meeting.

The Park Board indicated that the March meeting would be a good time to hold the hearing.

Mr. Witt asked if the warming house should include bathrooms.

Renee Christianson stated that there is not a sanitary sewer line to the site.

Lighting was discussed for the park components and it was suggested that Dennis Seurer be asked about lighting in the park.

5. Heritage Estates 11th Greenway Area

Jason Witt presented a map of the Heritage 11th Addition development and possible greenway path area. He indicated that the path would have minimal mowing along the path to maintain and also indicated that the entire island over which the path would be paved would not be mowed.

Renee Christianson stated that the water area will be greatly expanded with the new development from what currently exists. She also stated that the island is unique to the City and that staff met last week with Jason Witt to discuss ownership of the island area and how it should be developed and maintained. She stated that staff supports a trail and benches only with minimal mowing and not a park shelter and that the board needs to recommend whether the park be public or private and what facilities could be located there.

Jim Westall asked how much of the area was park dedication.

Renee Christianson stated that none of it was park dedication.

Mr. Witt stated that it was proposed just to enhance the park area and that it could alternately be part of a homeowners association and be privately owned.

Kay Wilcox asked if it was new overland drainage.

Renee Christianson stated that it was existing and not new.

Kay Wilcox asked if it might be a safety issue to have the pond next to the trail as proposed.

Mr. Witt stated that their goal was to have a park shelter on the island, but that the City has reservations about a shelter there.

Renee Christianson stated that there was concern with this area being in close proximity to Heritage Park and also concern with the maintenance of another park in the area.

Mr. Witt stated that he sees this as more of a nature park area.

Kelly Mamer stated that Tom Topka spent \$16,000 for native grasses and plantings for the area. She stated that a boulder pile is located in the middle of the island and that all plants in the area are native and can withstand 3-7 days underwater. She stated that she would like to meet with those further developing the park to discuss what has been done so far and where certain plants are located.

Kay Wilcox asked Kelley Mamer if she would be opposed to the trail if the plants were left undisturbed.

Kelly Mamer stated that she would not be opposed and that a trail through the area was an idea from the beginning of the design of the area. She added that the trail could just be a mowed area and not paved with bituminous. She asked what will happen to a bituminous trail when flooding occurs.

Renee Christianson stated that water will flow over the path on one side of the island during a 100 year flood event.

Kelly Mamer stated that thistle is a problem out in the area and that it was partly because sump pump drains from all the homes flow into the drainage area and the first thing to grow in disturbed soils is thistle.

Mr. Witt stated that they are just asking the City if they can put in the path or not and added that there will be no capital outlay costs to the city, only the maintenance to keep it going.

Kelly Mamer stated that the path does not need to be bituminous and can just be a mowed path.

Renee Christianson stated that the Public Works Director will make recommendations based solely on maintenance costs.

Kelly Mamer stated that it is minimal maintenance and could be burned every 5 years or so.

Jim Westall made a motion to call for a vote to accept the trail area as public.

Mr. Witt asked if they would like to see a shelter there.

Jim Westall asked if it would be like the Southside Park shelter.

Mr. Witt stated it would be, but more decorative.

Jim Westall made a motion to accept the trail area as public and to allow a park shelter to be constructed as well.

Kay Wilcox seconded the motion to accept the trail area as public and to allow a park shelter to be constructed as well, adding that she would like the shelter to be on a smaller scale.

Mr. Witt stated that it could be a little bigger than the storm shelters on the golf course.

Dominic McConnell asked if the City will own the shelter.

Renee Christianson stated that the City will own the shelter. She also informed the board of the purpose of the shelter by stating that it is not going to be a shelter to be rented out.

Kay Wilcox stated that the area will be a great trail amenity for kids.

The motion passed unanimously 4-0 (Ingebrand, Guerrette, and Meyer absent).

Mr. Witt stated that he will bring the design to the park board at a future meeting.

6. Approve Previous Meeting Minutes

It was moved by Wilcox, seconded by Mamer to approve the December 14, 2004 meeting minutes. Motion carried 4-0.

7. Review Financial Reports

Dominic McConnell asked if the park benches for Settle Park had arrived yet.

Planner Ondich stated that they were ordered but that they may not arrive for another month or two.

It was moved by Westall, seconded by Wilcox to accept the Financial Report. Motion carried 4-0.

8. Park Development Costs Worksheet

Mr. Ondich presented a Park Development Costs worksheet that was requested by Kay Wilcox at the December Park Board Meeting. He informed the Park Board that the Settlers Park parking lot design estimate is \$53,000.

Discussion on the price of the parking lot took place.

Kay Wilcox asked staff if they could put together a development cost sheet for the completion of Settlers Park for review at the next meeting.

Ken Ondich stated that he could put the information together.

9. Memorial Tree Program Status

Mr. Ondich presented a table showing the expenses for the Memorial Tree Program versus the income for the Memorial Tree Program.

The Park Board pointed out that the fees seem appropriate for the costs to the city except for a couple of unusual circumstances.

Kay Wilcox stated that the fees should stay the same for 2005 but that the program should again be reviewed at the end of the year.

10. Settlers Park Sign Discussion

Mr. Ondich provided information regarding the purchase of a sign for Settlers Park. He also stated that Brushworks suggested that this would be the appropriate time to take a look at alternate designs for the sign if interested.

Kelly Mamer stated that she would like to see a design change to the signs.

Kay Wilcox stated that the Phillips Park sign is not holding up well.

Renee Christianson stated that the Board can give the project to Brushworks to design.

Kay Wilcox stated that guidelines are needed for the design of the sign.

Kelly Mamer asked if it would be an added cost for a different sign shape on the top of the sign.

The Park Board provided the following guidelines for the sign design: use High Density Urethane with backing, shrink the City "Lion" logo, use the same colors currently used, look at the possibility of adding a "brahna shape" to the top of the sign, possibly using a metal plate for the narrative of the park instead of the plexi-glass currently used.

Dominic McConnell made a motion to spend up to \$500 for the design of a Setters Park sign by Brushworks, seconded by Mamer. Motion carried 4-0.

11. Miscellaneous

A. Elect Chair / Vice Chair for 2005-

This item was postponed until the next meeting to have more members in attendance before voting.

B. Jim Westall Question-

Jim Westall asked about the liability to the City relating to the dog walk fundraiser discussed by Mona Porvaznik.

Renee Christianson stated that there was not any greater liability to the City than normal use of the parks.

Mr. Ondich reminded the Park Board that they had not yet made a recommendation to the City Council for the appointment of the Park Board Youth Representative.

Kelly Mamer made a motion to recommend that the City Council appoint Matthew Eldred as the Park Board Youth Representative, seconded by Jim Westall. Motion carried 4-0.

12. Adjournment

The meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

Ken Ondich