

**Meeting Minutes
New Prague Park Board
Tuesday, January 15, 2008
6:30 PM**

1. Call to Order

The meeting was called to order at 6:37 PM by Kay Wilcox. Members present were Kay Wilcox, Amy Jirik, J.C. Ingebrand, and Teri Hodapp (arrived after 3rd agenda item). Absent were Ryan Hauser and Dominic McConnell. Staff present was Ken Ondich – City Planner and Jim Calliguri – Parks Maintenance Supervisor.

2. Elect Chair and Vice Chair for 2008

Due to a lack of having all members in attendance or the new 2008 appointed member, the Park Board deferred election of the Chair and Vice Chair until the February 2008 meeting.

3. Approve Previous Meeting Minutes

A motion was made by Ingebrand, seconded by Jirik to approve the December 11th, 2007 meeting minutes, which passed unanimously (3-0, Hauser and McConnell absent, Hodapp had not yet arrived).

4. Review Financial Reports

Planner Ondich presented the financial reports to the Park Board, noting that during the month of December an additional \$6,523.50 was added to the Park Equipment Fund from residential and commercial permits. He added that the City had to refund a portion of park funds previously received for the new strip mall on TH19 as it was overvalued and the error has been corrected. \$2,905.00 had to be refunded for the overcharge of the park fee. He stated that this refund was taken from the December total for a net of \$3,618.50. He also stated that money was reimbursed from MnDOT for the Philipps Park landscaping project as well as from the DNR for the archery range.

A motion was made by Jirik, seconded by Hodapp to accept the financial reports as presented, which passed unanimously (4-0).

5. 2008 Park Board Goals

Planner Ondich stated that included in the packet is the 2008 Park Board Goals listing that was preliminarily developed at the November 2007 meeting. He stated that since the last meeting where the goals were reviewed staff has finalized costs and funds used to

purchase various items on the goals list and that a detail of the goals including costs and funding sources has been included for review as well. He stated that at the bottom right hand side of the detail it shows the fund balances for the Park Board Budget and Park Equipment Fund if no additional revenue was received for either funding during the course of the year.

Kay Wilcox stated that she has been pursuing the completion of a trail in Foundry Hill Park that would lead west to Raven Stream Village.

Jim Calliguri pointed out that there is a wet area on the east side of the woods in Foundry Hill Park.

Planner Ondich stated that staff would take a closer look at the area and determine if it is possible to bring the path through the area without major expense for a bridge, or if it would make more sense to have the path take a different route into Raven Stream Village.

Amy Jirik stated that a path through the woods might not be the safest route if not out in the public view.

The Park Board asked staff to forward the 2008 Park Board Goals on to the City Council for review.

6. Philipps Park Replacement Sign

Planner Ondich stated that on the 2008 Park Board Goals listing there is a goal of continuing to replace the park entrance signs. He stated that it was noted during the listing of this goal that Philipps Park would be the sign to get priority for replacement for 2008 as it is in a very visible location at the corner of TH 21 and TH 19. He stated that as with the other new signs we have completed the cost will be about \$2,500 with the sign being created by Brushwork Signs of Faribault and the narrative plate being created by Nameplate and Panel Technologies. He stated that to start the process of replacing this sign he included a picture of the existing sign and a copy of the sign narrative and also included a mock up to show the general design of the sign based on past signs we've had made. He stated that this Park has been "adopted", as have some of the other parks that will be needing signs in the next few years which includes a marker to signify the adoption entity. He stated that he asked Brushwork Signs to design a way to include this information on the sign and match the overall design but still allow it to be removed if the adopting entity changes in the future. He asked the Park Board if the narrative should be revised in any way or if the sign size should be increased from the normal 3' x 5' size because of its highly visible location at the intersection of two highways. He asked the Park Board if they felt a "Welcome to New Prague" sign instead should go on the corner of the park and maybe incorporate the Philipps Park information into such sign.

Kay Wilcox stated that she would like to keep the sign the same size as the other park signs.

Amy Jirik asked about the potential reconstruction of the intersection of TH 19/21 and when that might be done and how it might affect the intersection.

J.C. Ingebrand stated that he would like the Philipps Park sign replaced and maybe take a look at the placement during the annual spring park tour. He stated that maybe offsetting it to the north from the corner of the intersection might be a good idea.

Kay Wilcox stated that she would like to discuss the Park Board's adoption of Philipps Park at the next meeting to determine in the adoption band needs to be included on the sign when ordered.

The Park Board decided to purchase three total signs in 2008. The signs to be purchased are for Philipps Park (replacement), Northside Park (replacement), and Heritage Park (new sign).

Planner Ondich stated that he would research the purchase of the three signs and provide the information for official ordering such signs at the February meeting.

7. Northside Park Field Fences

Planner Ondich stated that the fences for the ball field at Northside Park have been an item of discussion for a little over a year and that they were added to the 2008 goals listing to be funded from the Park Board Budget. He stated that staff obtained two quotes for the fencing which would be 90' from the backstop along the 1st and 3rd baselines and that as the Park Board requested, the chain link fencing would be black coated and would be 6' in height. He stated that the first quote is from Town & Country Fence for the price of \$3,685 which includes installation and that the second quote is from International Security Products for the price of \$2,811.66 which does not include installation. He stated that staff recommends the purchase of the fence to include installation by the same company.

J.C. Ingebrand asked if Sterling was ever asked for a fence quote.

Amy Jirik asked why the fence was proposed to be 6' in height on both sides for the entire 90'.

Planner Ondich stated that it did not have to be 6' in height but that typically by the player benches the 6' height is what he has seen but that it could step down to 4' height further down the base line.

The Park Board asked what the height of the fence is at Foundry Hill Park.

Staff stated they would check Foundry Hill Park and come back with a new suggestion on the height and revised quote for the February Park Board meeting.

8. Wood Shingles for Oral Cabin (Memorial Park)

Planner Ondich stated that the wood shingles on the Oral Cabin are in poor shape and that staff has obtained a quote for wood shingles in the amount of \$1,800. He stated that the new shingles will provide a needed maintenance item the cabin badly needs and that rather than have the cabin fall into disrepair as happened with Yackly Cabin, staff recommends that the Park Board contribute the \$1,800 for the wood singles. He stated that City staff will install the shingles.

Jim Calliguri stated that they are cedar shakes that would be installed.

Amy Jirik asked the process for replacing the roof.

Jim Calliguri stated that the old shakes are removed first. He stated that they would purchase the shakes from Mach Lumber. He stated that in addition to the roof replacement that they would like the Park Board's okay to trim the trees around the cabin to keep water from splashing back onto the roof and extend the life of the new roof.

Kay Wilcox asked about the condition of the windows in the cabin and other maintenance items.

A motion was made by Jirik, seconded by Ingebrand, to authorize the purchase of the cedar shakes from Mach Lumber in the amount of \$1,800 from the 2008 Park Board Budget and also trim the trees around the cabin, which passed unanimously (4-0).

9. Off-Leash Dog Park Discussion

Planner Ondich stated that included in the packet is a site map of Sliding Hill Skate Park to show a possible location for an off-leash dog park. He stated that staff would like discussion to take place about the idea of this location (this park had been mentioned previously as a location when the 2008 Goals list was being developed and the dog park research item was included). He stated that this site already has very close access to off-street parking (40 spaces), close access to the water line into the park (for a possible drinking fountain or pet fountain), close access to a portable bathroom, is not located adjacent to any residential homes, and also is located directly off the City's trail system.

J.C. Ingebrand stated that he was okay with the dog park idea and location.

Kay Wilcox stated that she also would support the facility if it is funded with non-tax dollars. She also asked that potential maintenance costs be determined for such a facility before the Council were to make any formal review of the idea.

Teri Hodapp stated that it seems the current location idea overcomes a lot of the physical barriers to locating a dog park such as being away from homes. She stated that she would help to raise money to assist in the creation of the park. She stated that she was hoping to gain Park Board support at this point regarding the idea of constructing a dog park and a

possible location in order to talk to some members of the community to gauge support or possible private funding before presenting any information to the Council.

The Park Board discussed the need for fencing, at least two benches, a dog waste station to hold bags and garbage and potentially a water fountain.

The Park Board stated that they support the general idea of the dog park and location at the Sliding Hill Skate Park so that further research could be done to gather community interest and potential development costs.

10. Miscellaneous

- A. Quotes for Foundry Hill Park Replacement Equipment: Spiral Slide, 4 seat swing set, Merry-Go-Round** – Planner Ondich stated that as information a quote for replacement equipment for Foundry Hill Park is included because it was listed on the 2008 goals. He stated that the quote includes a slide, 4 seat swing set and merry-go-round. These amenities including installation would cost about \$12,136. He stated that the items can be added as a regular agenda item in the future if desired if more discussion on if the items should be replaced with what is existing or if new equipment options should be reviewed.

Planner Ondich noted that the merry-go-round is not manufactured by Little Tykes where Flanagan Sales normally sells equipment from, but they can supply it. He also noted that it has a speed limiter on it for safety reasons.

Kay Wilcox stated that she would possibly like to see a climber instead of the merry-go-round and slide.

Teri Hodapp asked about the EVOS equipment from Landscape Structures and asked staff to look into one of their climbers as well.

- B. On-Line Poll Results: Winter Park Amenities** – Planner Ondich stated that results from the on-line “Winter Park Amenities” poll are attached to the packet for informational purposes only. He noted that some of the votes were cast by the same person, but that the most votes were overwhelmingly cast for hockey boards at Sliding Hill Skate Park, followed by votes for a warming house at the sliding hill skate park and finally more non-hockey ice rinks.

- C. Outdoor Skating Rinks Article: January 2007 Minnesota Cities Magazine** – Planner Ondich stated that included in the packet is an article from the Minnesota Cities Magazine.

- D. Warming House Info from the City of Shakopee** – Planner Ondich stated that included in the packet is some information obtained from the City of Shakopee regarding park buildings – and specifically ones that are or could be used for warming houses.

E. Park Board Applicants- Kay Wilcox stated that the Council would be appointing the new Park Board member soon.

F. State 150th Celebration – Amy Jirik stated that she is serving on Scott County’s 150th celebration committee. She stated that there would be an event the weekend after Mother’s Day.

11. Adjournment

A motion was made by Wilcox, seconded by Hodapp, to adjourn the meeting at 8:40 P.M., which passed unanimously (4-0).

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