

**Meeting Minutes  
New Prague Park Board  
Tuesday, February 9, 2010  
6:00 PM**

**1. Call to Order**

The meeting was called to order at 6:00 PM by member Allen Mahowald. Members present were J.C. Ingebrand, Kay Wilcox, Sharon Brown, Allen Mahowald, Matthew Lasch, Amy Jirik, and Mike Slavik (present at City Hall for Agenda Item #3). Youth Representative present was Darren Brown. No members were absent. Staff present was Ken Ondich – Planning Director and Jim Calliguri – Parks Maintenance Supervisor.

**2. Tour of Warming House**

The Park Board toured the new warming house located at Sliding Hill Skate Park at 1501 Columbus Ave. N. They reviewed both the warming house portion of the building and the storage portion of the building. It was explained that bathroom plumbing was roughed-in for future completion if sanitary sewer was ever made available to the site. Staff explained that the building was completed with the assistance of Jim Kratochvil and all City Departments for labor and fabrication of items. The Park Board stated that they were impressed with the end product. Staff noted that the building was not yet entirely completed with some odds and ends needing to be completed.

**3. Introduction of New Park Board Members:**

**Sharon Brown, Matthew Lasch and Youth Representative Darren Brown**

The Park Board welcomed new members Sharon Brown, Matthew Lasch and Youth Representative Darren Brown to the Park Board. Amy Jirik was also welcomed back for her second term on the Park Board.

New Members Sharon Brown, Matthew Lasch and Youth Representative Darren Brown introduced themselves to the Park Board.

**4. Elect Chair and Vice Chair for 2010**

A motion was made by Wilcox to elect Allen Mahowald as Chair of the Park Board for 2010, seconded by Slavik. Motion carried (7-0).

A motion was made by Ingebrand to elect Sharon Brown as Vice Chair of the Park Board for 2010, seconded by Slavik. Motion carried (7-0).

## **5. Approve Previous Meeting Minutes**

A motion was made by Wilcox, seconded by Slavik to approve the January 12, 2010 meeting minutes. Motion carried (7-0).

## **6. Review Financial Reports**

Planning Director Ondich presented the financial reports to the Park Board, noting that during the month of January an additional \$227.76 was added to the Park Equipment Fund from residential and commercial permits. He also explained the various funds included on the financial reports for the benefit of the new and existing Park Board Members.

A motion was made by Ingebrand, seconded by Wilcox to accept the financial reports as presented. Motion carried (7-0).

## **7. Grant Application – Historical Markers at Southside Park and Yackly Cabin**

Planning Director Ondich stated that as is listed on the Park Board's 2010 Goals and Projects list, one item for completion in 2010 is the historical marker signage for the Sindelar Homestead Site at Southside Park and for the Yackly Cabin's former site just north of Casey's. He stated that since last month's meeting, staff has learned of a Minnesota State Historical Society Historical and Cultural Heritage Grant under the category of Interpretive Programs and Historical Markers. He stated that since this project fits into the criteria for the grant and because the application was simply done online, he submitted an application on January 19, 2010. He stated that the application was actually made for two signs at Southside Park at a size of 16" x 20" in size, one would be the photo sign approved by the Park Board in 2008 and the other would be a new narrative sign with the text that already exists at the site. He added that one sign was included in the application for Yackly Cabin which would be the photo/narrative sign that was approved by the Park Board in 2008. He stated that included in the packet were the signs that would be installed if funded for the grant and that a total of \$900 in funding was requested with no local match required. He stated that staff does not know when funding would be announced for the January 2010 application period which ended on January 29<sup>th</sup>.

Amy Jirik asked if the metal photo signs were used previously by the City.

Planning Director Ondich stated that for all the new park entrance signs the metal narrative signs were created by the same company, which also creates photo name plates for various outdoor gardens and that they are a very good product.

The Park Board accepted the report as information.

## **8. Park Ave. S. and 3<sup>rd</sup> Street SE – Plan Revisions**

Planning Director Ondich stated that since last month's meeting both Allen Mahowald and Mike Slavik met with City Staff and the City Engineer for a design meeting on January 26, 2010 to attempt to develop a final design for the construction of Park Ave. S. through Memorial Park and for 3<sup>rd</sup> Street SE adjacent to the pool and baseball field. He stated that from the meeting, revised plans were created which were included in the packet. He stated that there is one final concept drawing for Park Ave. S. which shows 77 parking spaces, one-way traffic from Main Street to the end of the construction area and a loop to allow cars to circle around the south end of the park to find parking spaces without having to go around the block and back to Main Street. He stated that a pedestrian crossing was added at 2<sup>nd</sup> Street SE plus an additional 5 trees, possibly autumn blaze maple, would be planted along the left field fence of the softball field. He finally noted that several areas were shown on the plan in a hatched outline for "garden areas" which will be filled with black dirt and woodchips until plans are configured for how they might be planted in the future. He stated that there are two final concept drawings for 3<sup>rd</sup> Street SE and the baseball field parking lot. He stated that the drawing labeled "concept 1" shows 46 parking stalls and is essentially the same drawing that the Park Board reviewed at last month's meeting. He stated that staff did not like the parking lot layout because it provided for a lot of driving lane pavement and not many parking spaces. He stated that the new "concept two" drawing provides for angled parking and a general one-way path of traffic through the parking lot which provides for 55 spaces which is 9 more spaces than the previous design. He stated that staff strongly supports the concept design of the "concept two" drawing at this point.

J.C. Ingebrand asked if there would be any parking area for motorcycles, such as the area which is currently shown as hatched in front of the picnic shelter. He stated that a concrete area would be ideal so the kickstand wouldn't sink into the bituminous.

Allen Mahowald stated that there are only "older" evergreens located within Memorial Park. He asked staff to look into if some additional evergreens such as Colorado blue spruce could be planted in association with the project.

The Park Board also discussed the idea of planting "rain gardens" in the designated garden areas shown on the plan, which would be a future project.

Amy Jirik asked if the parking lot near the pool and baseball field had been designed with turning radiuses for busses in mind. She stated that this is an important thing to accommodate. She also stated that the busses need a place to park after dropping off the kids and asked if there would be room within the parking lot.

J.C. Ingebrand asked about the lighting for the parking lot and the placement of the lighting.

A motion was made by Jirik recommending to the City Council the use of the concept design of Park Ave. S. as presented with comments noted about a motorcycle parking area and also the possible addition of evergreen trees and also recommending the

Concept 2 design for 3<sup>rd</sup> Street SE and the parking lot as presented with possible revisions to ensure buses can utilize the parking lot, seconded by Slavik. Motion carried (7-0).

Planning Director Ondich stated that the Park Board would be provided the final design plan for information at a future meeting.

## 9. Miscellaneous

- a. **2010 Park Board Projects and Goals** – Planning Director Ondich stated that included in the packet was the previously approved 2010 Park Board Projects and Goals listing for review. He stated that as with last year, all projects on the list must be put on hold due to the state budget issues and how that might affect the City of New Prague and that the Park Board budget projects are items that could be cut. The Park Board indicated that they understand the budget situation and understand that the 2010 Park Board Project are at minimum put on hold for the time being and could be cut fully partially in the coming months.
- b. **Sign at Memorial Park** – The Park Board discussed the possible replacement of the Memorial Park Sign in association with the Park Ave. S. reconstruction. Planning Director Ondich stated that the 2010 Park Board Projects and Goals did not include a new sign for Memorial Park because of its expense of over \$6,200 and the lack of funds available from the Golf Course or Park Ballroom to contribute to the cost. He added that during the design meeting the topic of replacing or moving the sign did come up as a possible necessary project expense, but the trail was moved to allow it to stay in its current location. He stated that staff would continue to explore the ability to include a new sign in the construction project.
- c. **Pizza Party for Warming House** – Kay Wilcox stated that the Park Board is welcome to attend a Pizza Party for staff and officials involved in the development and construction of the new warming house. She stated it will take place on Tuesday, November 16<sup>th</sup> at noon in the old Fire Department Meeting Room at City Hall.

## 10. Adjournment

A motion was made by Ingebrand, seconded by Jirik to adjourn the meeting at 7:18 PM. Motion carried (7-0).

Respectfully Submitted,



Ken Ondich  
Planning Director