

Meeting Minutes
New Prague Park Board
Tuesday, July 11, 2006
6:30 PM

1. Call to Order

The meeting was called to order at 6:33 PM by Vice Chairperson Kristin Guerrette. Members present were Amy Jirik, Kay Wilcox, Kristin Guerrette, Dominic McConnell, Mark Remfert, Katie Trewartha and J.C. Ingebrand. Absent was Stacey Witty. 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 Ingebrand to approve the June 13, 2006 meeting minutes, which passed unanimously (6-0, Witty Absent).

3. Review Financial Reports

Planner Ondich presented the available financial reports to the Park Board noting that the full financial statement was not available this month.

A motion was made by Wilcox, seconded by McConnell to accept the financial reports as presented, which passed unanimously (6-0).

4. Parks Brochure – Dr. Janet Cherrington from Minnesota State Mankato

Dr. Janet Cherrington introduced herself and Mr. Neil Nurre from South Central College in Mankato as the two instructors that would be guiding the classes that would produce the parks brochure for the City. She stated that the project would be part of her Management Seminar class with a mix of graduate and undergraduate students. She asked for some clarification regarding the content to include in the brochure. She stated that she would have a contract for the Park Board to review by the August meeting that would get the project started for the 2,500 brochures including an updatable insert with a map and facilities matrix, .PDF files and printing plates for later printing of the brochures by the City. She stated that she would also include a line or two of information about the park bench and tree program and the adopt a park program. She asked if the future athletic complex should be included in the brochure. She stated that digital photos would be needed for the brochure and especially ones with children using the parks in the pictures to show that it is a community brochure. She asked that one or two members of the Park Board including staff visit the Minnesota State class to get the brochure project

started which would be on a Monday night between 6:00 and 8:00 PM. She stated that her schedule for the project would be to have a write up completed for the brochure by Mid-September by her students. She also indicated that she would have a proof available for Park Board review but that the review time may only be a 4 days before they would need comments back. She stated that sometime in December the students would make a presentation of the brochure to the Park Board.

Mr. Neil Nurre of South Central College stated that he wanted the Park Board to remember that this is a student project and that the brochure will not be perfect because they are learning. He also stated that when reviewing the proof of the brochure to remember that colors may not be exactly as they will be on the final product. He added that he has a good group of students that will be working on the brochure for the fall.

Dr. Cherrington stated that the students at South Central College typically have had a contest to find the best layout for past brochures they have created.

Kay Wilcox and Kristin Guerrette stated that they both like the smaller size brochure example better than the full page example.

Dr. Cherrington stated that the issue with the small brochure is how to include the updatable map and facilities matrix insert.

J.C. Ingebrand stated that the map for the brochure should only include the City Parks and the schools outlined or cross hatched and not include churches and other facilities such as the community center or gymnastics center.

Dr. Cherrington and Mr. Nurre indicated that they would like a digital copy of the City Logo for use in the brochure.

Dr. Cherrington stated that the class she would like Park Board members and staff to attend would be on Monday September 11th between 6:00 and 8:00 PM.

The Park Board indicated that they would like a general mention of the future athletic complex in the brochure, but no specifics.

The Park Board thanked Dr. Cherrington and Mr. Nurre for attending the meeting.

5. Sliding Hill Skate Park – Hockey Rink/Warming House/Grand Opening Celebration

Planner Ondich summarized the discussion at last month's Park Board meeting and noted that the Park Board was in support of \$39,000 for a Gameplex Hockey Board System, \$11,000 for lights and \$1,000 for hockey goals. He also noted that staff was directed to work with Witt Development on proposals or cost estimates on a warming house for the

park. He stated that Jason Witt indicated that they were interested in providing plans and designs for a warming house but that nothing had been submitted to the City at this time. Planner Ondich noted that City Administrator Jerry Bohnsack and Jason Witt have been trying to set up a time to meet and discuss the hockey rink idea further but have not had an opportunity to do so at this time.

Kristin Guerrette asked if the rink was going to be paved or not.

Planner Ondich indicated that the Park Board indicated last month that they would not like it to be paved at this time because of the cost and extra ponding required if it is paved. He indicated that he had found out that it is permissible to put down an ag-lime surface on the hockey rink base as it will not count as impervious surface.

Jim Calliguri stated that he would support an ag-lime surface because it prevents bulges in the ice and other maintenance issues during the winter.

J.C. Ingebrand stated that he would like the warming house building to be brick or of an indestructible material. He stated that the building could be made to accommodate indoor plumbing for bathrooms in the future with an addition which are not now available there.

Jim Calliguri stated that many parks in the cities are going to portable units.

Amy Jirik stated that she would like to see the warming house as a basic amenity only to allow the kids to put on their skates and warm up.

Jim Calliguri stated that it could be as simple as a garage kit and instead of the garage door you put in a regular door on the front.

Kay Wilcox stated that brick is good for the construction to make it durable.

Dominic McConnell stated that brick could be expensive and that he'd just like it to be cheap but substantial in its build.

Kay Wilcox suggested that rock face block could be used for it.

Jim Calliguri stated that floor heat would be best in the warming house.

Planner Ondich brought up the suggestion of a grand opening celebration for the Park, but suggested that it be held in spring when the trees have all been planted and all the other site amenities have been installed in the park.

The Park Board agreed that the Grand Opening Celebration should take place in the spring rather than this fall.

6. Jim Westall Resignation

Planner Ondich presented a resignation letter from Jim Westall from the Park Board because of his recent hiring as a Water Supervisor with the City. He stated that the resignation letter would be passed along to the City Council for review.

7. Miscellaneous

- A. Direction Sign to Settlers Park** – Planner Ondich stated that staff recently has had a request to install a direction sign at the corner of 10th Ave. SE and 9th Street SE for directing people to Settlers Park and the parking lot. He reminded the park board that they had discussed directional signs previously and decided that they would add clutter to the right of way. He asked for discussion on the request.

The Planning Commission indicated that they felt the park was still new which could be a reason for people not finding the park right away and that people from out of town were probably the ones missing the turn on 9th Street SE.

- B. Prague Estates 11th Addition Path** – Kristin Guerrette stated that the path in Prague Estates 11th Addition was destroyed by Parish Marketing home construction crews and asked that it be repaired.

Planner Ondich stated that he would follow up on the problem with the City's inspection engineer to ensure that it gets repaired.

Kay Wilcox asked that a sign similar to the greenway trail link signs be installed on each end of the path that begins in Prague Estates 11th Addition and ends on 7th Street SE and that it should be called the "Prague Estates West Link" and indicate the number of miles distance of the trail. She asked for further information on the signs at the August Meeting.

- C. Swimming Pool Concern** – Dominic McConnell stated that he is concerned with the hours of the pool. He stated that the pool is not open at night past 5PM on most days which is bad for families that would like to swim on warm evenings when parents get home from work. He stated that lessons in the morning and they have adult swim from 12-1 PM. He stated that many nights all he sees up at the pool after 5PM are lifeguards and their friends having what appear to be private parties from 5-10 PM at night. He stated this is a big problem that should be looked into.

Kay Wilcox asked staff to draft a letter to Steve Bruchman at the Community Education office to pass along the concerns of the park board about the private party use at night and the lack of family swim time in the evenings for families.

D. Park Board Library Clean Up – Jim Calliguri thanked the park board members that participated in the Library Garden Clean Up event.

E. Disc Golf StarTribune Article – Planner Ondich presented an article that mentions the Disc Golf Course in New Prague and other courses in the area.

8. Adjournment

A motion was made at 8:00 PM to adjourn the meeting by Guerrette, seconded by McConnell, which passed unanimously (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, looped "O" for the first letter of "Ondich".

Ken Ondich
City Planner