

**Meeting Minutes
New Prague Park Board
Tuesday, January 10, 2006
6:30 PM**

1. Call to Order

The meeting was called to order at 6:35 PM. Members Present were Kay Wilcox, Jim Westall, J.C. Ingebrand, Kristin Guerrette, and Dominic McConnell. Members absent were Kelly Mamer. Staff present was Ken Ondich – City Planner.

2. Elect Chair and Vice Chair for 2006 Year

A motion was made by Wilcox, seconded by McConnell to elect Jim Westall as the Park Board Chairperson for 2006 and Kristin Guerrette at Park Board Vice Chairperson for 2006, which passed unanimously (5-0, Mamer Absent).

3. Approve Previous Meeting Minutes

A motion was made by Wilcox, seconded by McConnell to approve the December 13, 2005 meeting minutes, which passed unanimously (5-0).

**4. Philipps Park Plaza and Trail – New Prague Sesquicentennial
Presentation by Dan Gullickson and Tom Makousky of MnDOT**

Jim Westall introduced Dan Gullickson and Tom Makousky from MnDOT who were present to provide more detailed drawings and cost estimates for improvements to Philipps Park and the culvert within the park on MnDOT right of way.

Dan Gullickson, MnDOT, stated that the initial landscape partnership between MnDOT and New Prague started more than 10 years ago with the planting of some daylilies within MnDOT right of way at the corner of Highways 19 and 21. He stated that MnDOT again became involved with the park because the plantings done with the original landscape partnership were not doing so well any longer and the City notified MnDOT of the problem. He stated that hardscaping was the suggestion for the corner of the intersection instead of plants. He stated that he and Tom Makousky had met last week at MnDOT with all the project stakeholders including the maintenance department. He stated that the new project's goals would be to improve aesthetics of the area and to reduce maintenance costs so that they City would ultimately save money maintaining the park in the future.

Tom Makousky, MnDOT, stated that after meeting with the MnDOT stakeholders that the previously elaborate design of the upper and lower plaza areas had been reduced to only include the upper plaza area of a bigger size than it previously had been designed as.

He stated that the sitting wall on the plan could be made of a texture treated concrete or could be made of real stone. He added that real stone would add about \$2,000 to the estimate price for the sitting wall. He stated that lights could be placed in top of the ends of the sitting wall for added effect. He stated that the sitting wall is designed at 32 feet long and a sitting height of about 2 feet. He pointed out that replacing the existing chain link fence over the box culvert with an ornamental railing would be an approximately \$4,000 option to add to the project. He stated that the estimate of \$15,220 and the additional \$4,000 for the ornamental railing is just for materials costs and that MnDOT and the City would put the labor into the project.

Mr. Gullickson stated that he plans on speaking with the Public Works Director Dennis Seurer about the City providing some labor for the project.

Kay Wilcox stated that the City Administrator Jerry Bohnsack could also be included in that discussion.

Mr. Makousky pointed out on the plan that much of the area would be planted in native grasses and that a "mow line" has been shown on the plan to show where the native grasses would end and the typical lawn type grass would begin.

Mr. Gullickson stated that the native grasses take about 3 years to get established once planted and that the area would need to be mowed or burned during that time to ensure that the native grasses would have time to grow a proper root base. He added that plugs of wildflowers could be added within the native grasses after the 3 year period to add some color.

J.C. Ingebrand stated that he likes the look of the mowed edge to native grasses similar to what the Living Lab has on Columbus Ave. N.

Kay Wilcox asked if the cost estimates were very accurate.

Mr. Makousky stated that his estimates should be pretty close to actual costs.

Mr. Gullickson stated that he had taken soil samples of the dirt in the park and that it could support a variety of trees. He further recommended that the power pole at the corner of Highways 19 and 21 be removed to improve the aesthetics of the corner. He said he would speak with someone at MnDOT about the pole possibly being removed.

Mr. Makousky presented a photo print of what the plaza area would look like if completed to match the drawings.

Kay Wilcox suggested that the wall should say "New Prague" instead of "Nova Praha".

Kristin Guerrette stated that maybe one side of town could say New Prague and the other side of town could say Nova Praha.

Mr. Gullickson stated that the Community Landscape Partnership program would need to be applied for once again and that the process would take 6 to 8 weeks to complete. He asked when the Park Board wanted to have the work done and stated that the sitting wall would be one of the last things to be completed.

Kay Wilcox stated that in mid July is when the main celebration is for the City's 150th.

Mr. Gullickson stated that the type of brick on the Creeks Bend Golf Course sign is the type of appearance that the sitting wall would and should have.

A motion was made by J.C. Ingebrand, seconded by Dominic McConnell to recommend that the City Council approve the plans and authorize funds for the Philipps Park Sitting Wall and Plaza Area and other related improvements as shown on the plans and cost estimate supplied by MnDOT to commemorate the City of New Prague's 150th Celebration, which passed unanimously (5-0).

5. Review Financial Reports

A motion was made by Wilcox, seconded by McConnell to accept the Financial Reports, which passed unanimously (5-0).

As requested by Kay Wilcox at the December 13th, 2005 meeting, Mr. Ondich provided a summary historical breakdown of park fees collected from building permits back to 2001.

6. Sliding Hill Skate Park – Review/Approve Skate Park Rules and Authorize Quotes for Rules Sign

Planner Ondich provided information to the Park Board about the possible schedule for the preparation of plans and bidding process for the Sliding Hill Skate Park Project and that the goal is to have the project awarded to the winning bidder by the end of March.

Planner Ondich presented a memo regarding a proposed rules sign that must be posted next to the Skate Park before it can be used.

Kay Wilcox suggested that the hours of use be put at the top of the sign and also suggested alternate language for the city not being liable for accidents or injuries at the park to be put along the bottom in bold.

J. C. Ingebrand suggested alternate language for one of the rules.

A motion was made by J.C. Ingebrand, seconded by McConnell to approve the skate park rules with changes made and to authorize staff to obtain quotes for the rules sign, which passed unanimously (5-0).

J.C. Ingebrand stated that he would provide staff with contact information on a sign company from Jordan.

Planner Ondich stated he would contact Brushwork Signs and Les Johnson for sign proposals as well.

7. Review Park Board Goals for 2006

Planner Ondich presented a draft list of goals for the Park Board in 2006. He asked the Park Board for any additions or changes they would like to see made to the goals list.

Kay Wilcox suggested that in addition to the goal of further expansion and paving of the greenway trail that maintenance of the greenway trail also be considered as a goal.

Kristin Guerrette asked about the status of the Armory building and it's reuse.

Planner Ondich stated that a directive from the City Council would be given to the Park Board at a later date to discuss the reuse of the building.

Kristin Guerrette provided the Park Board with some information about a Youth Center being a possible reuse of the Armory Building and explained that it would need to be student run and supported by the community as a whole.

A motion was made by Wilcox, seconded by Guerrette to adopt the Park Board Goals for 2006 as discussed with the changes made, which passed unanimously (5-0).

8. Miscellaneous

A. February Meeting Date -

Planner Ondich stated that he would like to discuss the possibility of changing the February Park Board meeting date because of a conflict he has with a graduate class he needs to attend in Mankato on that night.

A motion was made by McConnell, seconded by Guerrette to change the February Park Board Meeting date from Tuesday February 14th to Monday February 13th, which passed unanimously (5-0).

B. Settlers Park: Parking Lot -

Planner Ondich informed the Park Board that the Settlers Park Parking lot contract had already been given to Witt Construction and couldn't be included in the bid documents for the Sliding Hill Skate Park Project as was suggested at last months meeting.

C. Heritage Park: Parking On-Street -

Planner Ondich presented a map of Heritage Park and the surrounding streets. He specifically pointed out that parking on Bohemia Street east of Lexington Ave. N. would only be allowed along the curb on paved portions of the right of way and not on grass or in the middle of the paved or unpaved right of way.

D. Golf Course/Park Ballroom Parking Lot Discussion-

Planner Ondich presented a layout of the proposed improvements to the parking lot that is used jointly by the Golf Course and the Park Ballroom. He stated that City Administrator Jerry Bohnsack asked for input from the Park Board and City Staff on the design. Planner Ondich also presented a part of the Memorial Park Master Plan to show how the two designs differ. The Park Board agreed that the design for the parking lot should closely match the master plan so that eventually the full vision of the master plan could be realized.

E. Unfinished Trails-

Kay Wilcox asked staff to calculate the costs and distances trails that still need to be paved. She stated the trails that need to be paved are in Foundry Hill out to Raven Stream Village, the Green Meadow Loop, Philipps Park Trail Extension, and the extension of the sidewalk on Heritage Trail up to Lexington Ave. N. in Heritage Estates. Planner Ondich indicated he would have the requested information for next months meeting.

9. Adjournment

A motion was made by McConnell to adjourn the meeting. The meeting was ordered adjourned by Chairperson Westall at 8:10 PM.

Respectfully Submitted,



Ken Ondich