

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

1. Call to Order

The meeting was called to order at 6:39 PM by Vice Chairperson Kristin Guerrette. Members present were Kay Wilcox, Kristin Guerrette, Dominic McConnell, Mark Remfert, Katie Trewartha and J.C. Ingebrand. Absent were Amy Jirik and 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 McConnell to approve the September 19, 2006 meeting minutes, which passed unanimously (4-0).

3. Review Financial Reports

Planner Ondich presented the financial reports to the Park Board. He noted that the funds added to the Park Equipment Fund in September were not correct on the financial reports because all receipts had not yet been entered when the report was run. He stated that he added the future 2007 expenses on the bottom of the financial sheet but that those numbers were not incorporated into the totals. He commented also that the cost of the lights for the Skate Park seemed to be more than the expected \$11,000 but that he had not yet totaled up the costs. He also noted that the Park Property Acquisition Fund should not be at a zero balance because the payment made on October 1 would have used up all the funds available.

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

4. Sign for Foundry Hill Park

Planner Ondich presented information regarding the replacement sign for Foundry Hill Park as discussed at the September 19th meeting. He stated that there would be no cost savings for ordering two signs at the same time, but that \$200 could be saved by not having the two signs delivered and picking them up ourselves from Brushwork Signs in Faribault. He stated that each sign would be expected to cost approximately \$1,900 including the metal narrative plate that is ordered from Nameplate Technologies. He stated that he also included in the packet a revised narrative for the sign to review which

included more recent information about the development of the park along with the color rendering of the new sign. He asked that the Park Board review the color sign rendering and the revised narrative.

The Park Board collectively stated that the revised Foundry Hill park sign narrative was appropriate as written with the information about the added land donated with the Shardan Development in 2001.

A motion was made by Wilcox, seconded by McConnell, to approve the color rendering of the Foundry Hill Park Sign from Brushwork Signs and to also approve the revised narrative for the sign, which passed unanimously (4-0).

5. Parks Brochure Update

Planner Ondich stated that he spoke with Dr. Janet Cherrington from Minnesota State University, Mankato regarding the status of the Parks Brochure. He stated that the class recently completed a mock-up of the brochure complete with photos and written information. He stated that the class at South Central College would take the mock up and configure everything to fit onto the brochure so they can print it with their equipment. He stated that SCC expects to have the “proof” which is a draft final copy ready for review by the end of October. He stated that staff would review the mock up to make sure it is what was discussed with the class and to make sure that spelling and other information in the brochure is accurate. He stated that the class was hoping to put pictures of school athletes in the brochure collage for the cover, but were having difficulty obtaining parental permission to do so but are still working towards doing this. He added that they were also hoping to have some Dozinky Days pictures included in the brochure cover collage, but the Chamber of Commerce trademarked the name and now requires that their board approve any use of the name. He stated that with the production timing of the brochure it would not be possible to wait for review and approval to use the name so all mention of Dozinky will be taken out of the brochure. He added that the class is right on schedule with the brochure production and will have it ready for delivery of the final product on Tuesday December 5th.

Kay Wilcox suggested that the City Council be invited to the presentation of the Parks Brochure by the class from Minnesota State University, Mankato on December 5, 2006 and that a large invitation be put in each Park Board packet so that members remember that the presentation is taking place that day.

Planner Ondich stated that he would provide invitations for the City Council and put reminders in the Park Board packets as well.

6. Miscellaneous

- A. **Cottage Grove Skate Park Vandalism Article** – Planner Ondich stated that an article was enclosed as information in the packet about a graffiti problem at the Cottage Grove Skate Park that could close their park.
- B. **New Market Skate Park Vandalism Article** – Planner Ondich stated that an article was enclosed as information in the packet about a vandalism problem at the New Market Skate Park that closed their park indefinitely even though it just opened earlier this year.
- C. **Evolving Dog Park Design Standards Article** – Planner Ondich stated that an article was enclosed as information regarding the evolving designs for dog parks in a Colorado City.
- D. **Not In My Backyard: Parks Article** – Planner Ondich stated that an article was enclosed as information in the packet about how a City in Florida deals with new park developments to work with neighboring residents to create parks that will please most everyone.
- E. **Skate Park Request Follow-up** – Planner Ondich stated that a set of letters and an e-mail was enclosed in the packet as information. The letters were written by students in 2001 requesting a City Skate Park and that the e-mail was written by City Staff to the teacher who coordinated the writing of the letters to the City.

Kay Wilcox stated that she had been up to the skate park to talk to the kids about vandalism and to ask that the “leaders” of the skate park users spread the word about making sure the park isn’t vandalized because the park could close because of it.

Katie Trewartha and Mark Remfert stated that it would be better to encourage positive use of the park in person to those using the park than to just yell at them after vandalism occurs at the park.

Kristin Guerrette asked if a grand opening was still in the works for the skate park.

Planner Ondich stated that it would best be held in spring of next year.

Kristin Guerrette suggested that the kids using the park be invited to demo use of the park at the grand opening.

F. Recreation for older residents – Kay Wilcox stated she read an article stating that there will be a large increase in the population of those age 50-80 and asked what can be done to provide recreation opportunities for that age group.

Planner Ondich stated that paths are important recreational areas for older residents and that there are exercise stations available to put along paths to provide an enhanced walking path for that age group.

G. Yackly Cabin Park: Girl Scout Garden – A brief discussion took place regarding the Girl Scout garden at the Yackly Cabin Park site. It was suggested that the girl scouts could possibly take over the garden at the Library instead. It was also suggested that the garden in Yackly Cabin Park could be made to require less maintenance with more perennials and the City could possibly add a bench and some trees. Kristin Guerrette stated that she would let the girl scouts know about the suggestions.

H. Tree Planting at Sliding Hill Skate Park – Mark Remfert stated that the tree planting at the Sliding Hill Skate Park would be taking place on Saturday October 14th from 8:30 AM to 12:30 PM. He stated that everyone is welcome to come to help out with the planting.

I. Parks Maintenance Update – Jim Calliguri stated that he is currently working on preparing the Sliding Hill Skate Park for the tree planting by digging holes and filling them with black dirt. He also stated that final grading should be completed by Witt on the ice rink area shortly.

7. Adjournment

A motion was made at 7:15 PM to adjourn the meeting by Guerrette, seconded by Wilcox, which passed unanimously (4-0).

Respectfully Submitted,



Ken Ondich
City Planner