

**Meeting Minutes
New Prague Park Board
Tuesday, February 8, 2005
6:30 PM**

1. Call to Order

The meeting was called to order at 6:36 PM. Members Present were Kay Wilcox, Gary Meyer, Kristin Guerrette, Jim Westall, J.C. Ingebrand, and Kelly Mamer. Members absent were Dominic McConnell and Matthew Eldred (arrived late). Staff present was Ken Ondich – City Planner and Renee Christianson – City Planner.

2. Settlers Park Sign Designs – Ann Meillier, Brushwork Signs

Ann Meillier from Brushwork Signs was present to discuss the four design options for Settlers Park that Brushwork Signs drafted for review. She stated that the approximate cost for the sign would be \$50 to \$75 per square foot and that color variations can cost a little more than this.

Kay Wilcox asked about whether the colors fade on the signs and whether the lion logo will be a separate appliqué over the metal sign with the narrative.

Ann Meillier stated that the colors typically hold up well to fading and that the lion appliqué would be separate from the metal sign narrative. She further commented on the process of working with Nameplate Technologies for the metal narrative sign and added that it would be the best way to go to ensure a long lasting life for the narrative. She stated that Nameplate Technologies can create metal signs up to a 24” by 40” size which is slightly smaller than they had hoped to be able to incorporate the narrative into one of the current sign designs. She stated that she liked option “D” best with the dark green background but that the color might blend in too much with the grass in the summer. She stated that they suggested using design “C” with a lighter background with vertical etching on the background to prevent dirt from settling on the sign. She added that they guarantee their signs for 10 years but that some look like new today that were built 15 years ago. She stated that the cost of the sign would be about \$60 per square foot and that it would cost approximately \$300 to \$500 for design costs.

A sample of the Nameplate Technologies sign material and brochure were passed around.

Kay Wilcox asked if the Park Board could see the colors that will be chosen for the sign.

The Park Board was in agreement that the further revisions to the sign should use the sample “C” example with a light gold metal narrative sign.

Ann Meillier stated that she would find appropriate colors to fit with the narrative sign and send them to the City when they know if and how the Nameplate Technology narrative sign will fit in the design scheme.

Kay Wilcox asked if the sign posts could be reused.

Ann Meillier stated that they probably could be if they were cedar. She added that they use 6" by 6" cedar posts that cost approximately \$300 to \$400 a pair if they do it, but added that the City could install their own posts themselves and anchor them in the ground using gravel and sand and not concrete. She stated that she would have a firm bid and contract to provide to the City once they have created a final visual graphic of the sign design. She added that it takes 4-6 weeks for a sign to get finished once it has been ordered. She commented on the possible use of cedar or high density urethane for the sign material and noted that both cost the same and both have the same longevity but that the high density urethane can have more flexibility with the etching on the background.

The Park Board thanked Ann Meillier for coming to the meeting.

3. Raven Stream Village – Park Review

A concept plan of the Raven Stream Village development was presented to the Park Board as proposed by Geiger Land Development. Brian Trnka was present to address the Park Board about the current layout of the parks in the development.

Brian Trnka handed out a revised concept plan of the 253 acre development area of the Ruehling and Svodbodny properties. He pointed out that a main component of the development was the elementary school site. Mr. Trnka also commented on the 5 acre park next to the school site as a buffer to the commercial area to the west, a greenway trail to the north between a single family area and medium density residential area, a 5 acre park area at the Ruehling farm site which contains an existing barn, and also another 5 acre park to the north of the Ruehling farm site on low land next to Raven Stream.

Gary Meyer clarified if the land required for dedication was 10% or a payment in lieu of dedication.

Brian Trnka asked if they would get a credit for park land dedication by donating the school site.

Renee Christianson stated that an appeal can be made to the City Council on a case by case statement to vary from the 10% land requirement for park dedication.

Gary Meyer asked what would be developed on the school recreation area.

Frankie Poplau, New Prague Schools Superintendent, stated that there would be a large playground and multiple ball fields. She added that the adjacent 5 acre city park to the west would be a good buffer between the school and the commercial corner.

Jim Westall stated that he always felt the Park Board wanted to connect the Foundry Hill Park to another park in this area.

Brian Trnka stated that a trail is shown to that park area on the concept plan.

Frankie Poplau pointed out that the school is currently proposed at the northeast corner of the 15 acre school site with a bus loop off of the proposed 1st Street NW and that the school recreation area would be on the west side adjacent to the 5 acre city park.

Kay Wilcox stated that the Park Board had always considered schools as neighborhood parks in the past. She noted that she does not want a public park on Highway 19 because even though it will look attractive to those driving into the City, it will not be attractive to users because of the location. She asked if there were any way to get more of the trails off the roads in the development. She stated that she would like to see a larger 10 to 15 acre park rather than the smaller 5 acre parks.

Brian Trnka stated that an area that would work for a larger park site could be to the north of the Ruehling farm site where the currently shown 5 acre park could be expanded south to the point where the elevation sharply increases, and that the park site at the Ruehling farm could be eliminated. He further asked for opinions on the park by the school.

Gary Meyer stated that it might be overkill to have a park by the school unless it would be an idea to have a unified plan for a 10 acre site with many ball fields for a younger group.

Frankie Poplau asked if the school has a park dedication requirement. She stated that they are planning on the school site to have soccer fields, ball fields and a large playground.

Brian Trnka stated that there is probably 5-7 acres of recreation area on the west side of the school site.

Jim Westall stated that he does not like the site where the school sits because of the high traffic from both Highway 19 and all the traffic from the development will travel right next to the elementary school.

Frankie Poplau stated that the school creates the highest peak traffic each day and that the site was based on traffic considerations.

Jim Westall stated that the City and the School do not work well together.

Gary Meyer asked what the timeframe is for the Park Board to make a decision.

Brian Trnka stated that he will be back next month to meet with the Park Board and that they would like to move the development forward as fast as possible.

Gary Meyer asked how much green space the school has. He further stated that the Park Board needs to determine their needs for the next 5 years. He added that he sees the barn on the Ruehling site as a high maintenance item if included in a park.

Kelly Mamer stated that she would like to see the Tietz park area connected to a park in this development.

J.C. Ingebrand stated that he does not like a city park by Highway 19. He stated that he wants a bigger park area and also stated that he likes the barn on the Ruehling property.

Kelly Mamer stated that she would like to look at the barn before making a decision on it.

Brian Trnka stated that he felt the comments from the Park Board was to eliminate the central park on the Ruehling property and to make the park on the north end larger.

Kay Wilcox asked about ponding sites in the development.

Brian Trnka stated that one ponding area would be by the school and commercial area and that one would be by the north end of the development by Raven Stream.

Gary Meyer stated that the City recently is taking land only and not cash payments for park dedication.

Jim Westall stated that the money can only be used to purchase land and not equipment.

Kay Wilcox stated that the City could possibly take less land if the developer would agree to do some improvements on the parks which could be negotiated by City Administrator Jerry Bohnsack.

Brian Trnka asked if he could further research the idea of a larger park by the school site.

Gary Meyer stated that if there is a possibility of it, the idea should be discussed.

Brian Trnka confirmed that the Park Board would like to see an approximately 10 acre park north by Raven Stream and a southern park by the school site of approximately 10 acres with a trail connecting the parks together.

4. Sliding Hill Concept Plan / DNR Park Grant Application Update

This item was tabled due to a lack of new information available for presentation. Ken Ondich stated that the public hearing would take place for the DNR Grant Application on March 8th at 6:30 PM in the City Council room instead of the conference room.

5. Pets for Nature Pet Walk – Mona Porvaznik

Mona Porvaznik was present to update the status of the Pets for Nature Pet Walk, noting that the event had been moved to Southside Park. Ms. Porvaznik asked the Park Board if it would be ok to have vendor booths at the event.

Gary Meyer asked Mona Porvaznik to rent the shelter at Southside Park for the event and she could have which ever vendor attend the event as she wanted.

Kay Wilcox stated that the fee to reserve the shelter should be waived for the walk.

A motion was made by Gary Meyer, seconded by Wilcox to waive the park shelter reservation fees for Southside Park for the Pets for Nature Pet Walk. Motion carried (6-0, McConnell absent).

Mona Porvaznik asked if they could have extra trash cans in the park for the event.

Staff indicated that they would work with Mona Porvaznik to print brochures for the event and on other requests for the walk.

6. Approve Previous Meeting Minutes

It was moved by Westall, seconded by Wilcox to approve the January 11, 2005 meeting minutes. Motion carried 6-0.

7. Review Financial Reports

Jim Westall brought up the issue about funding the park equipment fund with fees associated with all building permits issued. He stated that an article was in the StarTribune the past Saturday and that cities were being sued and loosing where they were collecting park fees on building permits.

Renee Christianson stated that the City may not be able to continue to fund the park equipment fund in the same manner as state law requires that the park dedication fee be tied to the platting of land. She stated that by sometime this summer a change to this procedure may be made to stay legal.

A motion was made by Meyer, seconded by Mamer to accept the Financial Report. Motion carried 6-0.

8. Settlers Park Development Costs Worksheet and Playground Designs

Mr. Ondich presented a development costs worksheet for the completion of Settlers Park that was requested by Kay Wilcox at the January Park Board Meeting. Mr. Ondich also presented three park design quotes for possible playground structures for the park. One quote was from Midwest Playscapes and two quotes were from Flanagan Sales.

The Park Board indicated that they liked Flanagan Option #1 best of the three options.

A motion was made by Westall, seconded by Guerrette to purchase the Flanagan playground option #1 if the benches shown on the design are moved inside the playground border. Motion carried 6-0.

The Park Board discussed the purchase of the remaining items to finish Settlers Park.

Kay Wilcox made a motion to purchase park equipment and it petition the City Council to pay for the Settlers Park parking lot and trail to the playground area, seconded by Gary Meyer as listed below:

Play Complex - \$57,354 (Flanagan Option #1) out of Park Equipment Fund
Benches 4 - \$1380 out of 2005 Budget
Sidewalk Surround for Playground - \$4,830 out of Park Equipment Fund
Rubber Mats by City - \$1,000 out of Park Equipment Fund
Signage by Brushwork - \$2,000 out of 2005 Budget
Parking Lot and Trail to Playground – Petition City Council to pay for
Large Grill - \$300 out of 2005 Budget
2 Picnic Tables - \$1,000 out of 2005 Budget
3 Garbage Receptacles - \$684 out of 2005 Budget
14 Trees - \$4,200 out of 2005 Budget

Motion carried 6-0.

9. Miscellaneous

A. Gary Meyer asked about Memorial Park and asked that discussion begin for the park. He suggested that next month the Park Board look at the Master Plan for Memorial Park and discuss getting quotes for the replacement of the playground equipment there.

Staff indicated they would work on the issue.

B. Elect Chair / Vice Chair for 2005-

A motion was made by Kay Wilcox, seconded by Jim Westall to elect Gary Meyer as Park Board Chair for 2005. Motion carried (6-0).

A motion was made by Jim Westall, seconded by Kay Wilcox to elect J.C. Ingebrand as Park Board Vice Chair for 2005. Motion carried (6-0).

C. Raven Stream Village Park Review Revisited. Gary Meyer brought up the Raven Stream Village park discussion again. He discussed the possibility of “wagon wheel” designs for 4 ball fields to fit onto the site combined with the school recreation site to create a field complex for a younger age group.

It was discussed by the Park Board that a southern park could be approximately 10 acres in size if combined with the school recreation area to create a larger athletic complex by working with the school district for the softball and soccer fields on the park site.

10. Adjournment

A motion was made by Kay Wilcox, seconded by Gary Meyer to adjourn at 9:00 p.m.

Respectfully Submitted,

Ken Ondich