

**Meeting Minutes  
New Prague Park Board  
Tuesday, April 8, 2008  
6:30 PM**

**1. Call to Order**

The meeting was called to order at 6:31 PM by Terri Hodapp. Members present were Kay Wilcox, J.C. Ingebrand, Allen Mahowald, Dominic McConnell, Mark Remfert, Amy Jirik, Ryan Hauser and Teri Hodapp. No Members were absent. Staff present was Ken Ondich – Planning Director, Ryan Streff – Planning Intern and Jim Calliguri – Parks Maintenance Supervisor.

**2. Approve Previous Meeting Minutes**

A motion was made by Wilcox, seconded by Ingebrand to approve the February 12, 2008 meeting minutes, which passed unanimously (7-0).

**3. Review Financial Reports**

Planner Ondich presented the financial reports to the Park Board, noting that during the month of March an additional \$1,598.95 was added to the Park Equipment Fund from residential and commercial permits.

A motion was made by Hauser, seconded by McConnell to accept the financial reports as presented, which passed unanimously (7-0).

**4. New Prague Youth Baseball Association**

Brad Bush, Terry Kalina, and Rick Isaacson, board members of the New Prague Youth Baseball Association were present to address the Park Board.

Bush stated that the Traveling Youth Baseball Association was started seven or eight years ago. Bush stated that the New Prague Association is growing in numbers. Bush stated that they try to get everyone that wants to play baseball on a team but it can be difficult because of the limited facilities. Bush stated that they work with the Community Education Program, DRS and Peewee DRS. Bush stated that the present New Prague Youth Baseball Association and board of members have been in place for the past two years. Bush stated that he had some safety concerns about the nonexistent fences at Northside Park.

Isaacson stated that he would like to see outfield fencing at Settlers Park so that children or families playing in or around the playground equipment would not be hurt or trampled by baseball players or hit by incoming baseballs.

Wilcox asked for clarification on what ages the ballpark at Settlers Park was designed for.

Isaacson stated that they are being used or 10 year olds.

Ingebrand asked if a 4' fencing would be efficient for the ballpark.

Isaacson stated that a 4' fence would work good to stop baseballs from entering the playground area.

Bush stated he would also like to see some sort of "box" to keep a rake and chalker in. Bush stated that he would like to see a "box" located at Settlers, Northside, and Foundry Hill Parks. Bush stated that Gang Boxes which are plastic units designed to hold equipment for ballparks would be a way to address the need of "boxes" for the parks. Bush stated that the Gang Boxes are lockable and water proofed to protect the equipment inside. Bush stated that these Gang Boxes range from 5 cubic feet to 15-20 cubic feet, in which they would like to see a 15-20 cubic foot box located at the parks for the cost of \$500 each. Bush also stated that other equipment for these "boxes" would include 3 rakes (\$50 each) and 2 chalkers (\$150 each). Bush stated that their current storage shed is another board members garage which can make getting the equipment difficult at times.

Wilcox asked how much it cost for a child to play in this league.

Bush stated that is cost \$200 per child to play in the league, which includes the metro league fee, uniform, umpires and tournament fees. Bush stated that this does not leave any extra money for the buying of equipment. Bush stated that the association does do fundraising for extra money for other expenses.

Wilcox asked how many children are turned away by the program.

Isaacson stated that the only thing that holds them back from allowing all children to play is the number of fields available to them. Isaacson stated that the more ball fields available will allow for more children to play.

Wilcox stated her concern that not all children are able to play on this type of team and the terms "try outs" tend to mean that children are being left out. Wilcox stated that for "elitist teams" that are considered private programs should support themselves. Wilcox asked if it was possible to have the parks department construct the "boxes" for the equipment at the parks.

Jim Calliguri stated that the parks department can construct a “box” but the idea would have to be brought to staff and that the association should get in touch with the Public Works Director, Dennis Seurer.

Bush asked about dragging the fields and if the city would consider dragging other fields that they use (school fields).

Ingebrand stated that the association should consult Tim Rybak at the school for dragging the fields.

Terry Kalina asked if the school is unwilling to drag the fields then who can he contact at the city for this.

Calliguri stated that the association should ask Dennis Seurer at City Hall if the school district is unwilling to drag the fields.

Hodapp and Wilcox asked for the association’s mission statement and parent handbook to be present to the board.

## **5. Purchase of Hockey Boards for Sliding Hill Skate Park**

Planner Ondich provided the background on the Hockey Boards. Ondich stated that included in the packet were two quotes for the hockey boards. Ondich stated that one quote is from Athletica and the other is from Becker Arena Products. Ondich stated that the systems are being used extensively in the state and have a proven track record for their use for recreational hockey rinks. Ondich stated that some cities have had issues with Athletica brand boards “cracking” or “breaking” when skates are kicked into them in cold weather. Ondich notes that the hockey boards/nets and lighting were budgeted for about \$32,000 from the Park Equipment Fund in 2008. Ondich stated that due to the lack of funds the boards would be installed on the grass and secured with poles that are driven into the ground. Ondich stated that using grass as a surface presents issues with potential “boils” of the ice surface but a permanent surface such as concrete which would prevent boils. Ondich stated that this would cost an additional \$27,280. Ondich stated that staff does not see an issue with this situation for a purely recreational use of the rink. Ondich stated the system from Becker with chain link fencing on the ends would be \$29,465 and the same system from Athletica would be \$27,899. Both systems would be installed by City staff. Goals would be an additional \$1,200 to purchase.

Hodapp asked if the boards could be retro-fitted-later to include a permanent surface such as concrete.

Ondich stated that this could be done at a later date and would involve pulling out the poles and moving the boards.

Jim Callguri discussed prepping the field. Callguri stated if the rink is going to be used for leisure skating and pick up games no prepping would need to be done. Callguri stated that prepping the field would prevent “boils” but is not a big concern if it is only going to be used for leisure purposes.

Wilcox stated that she thinks we need a leisure rink in town and the small rink size is ok.

Hodapp stated that not having perfect ice is a deterrent to keep hockey games minimal.

Hauser stated that he feels that the park board should go minimal on this rink.

The Park Board made a recommendation for staff to get final costs for hockey boards from Becker for the smaller rink.

## **6. Purchase Foundry Hill Park Replacement Equipment**

Planning Ondich provided the background on the replacement equipment. Ondich stated that enclosed in the packet is a quote from Flanagan Sales, Inc. for the two pieces of equipment. Ondich stated the total for the equipment, shipping and installation is \$9,766.55. Ondich stated that the Wings of Infinity equipment piece requires a sidewalk surrounding the safety zone. Ondich stated that it requires sidewalk surround would be about 100 lineal feet of 5’ wide concrete and would cost about \$1,600 installed by a contractor. Ondich stated that woodchips are used as safety surfacing would cost about \$1,200. Ondich stated that staff would also suggest a connection from the playground be added to the parking lot and park shelter at a cost of about \$1,280 for about 80 lineal feet. Ondich stated that for these related sidewalk and woodchip items is about \$4,080. Ondich stated that the total cost of the project would be about \$13,846.55 which is very much in line with the budgeted amount of \$13,000 for this project on the 2008 Park Board Goals listing.

Houser stated that he thought the location of the equipment would flow better if it was on the west side.

A motion was made by Jirik, seconded by Ingebrand, to place the Wings of Infinity Equipment piece for Foundry Hill at the north location, which passed (5-2), Hauser and Ingebrand.

A motion was made by Hauser, seconded by Jirik, to purchase the Wings of Infinity Equipment piece, sidewalk surround and wood chips for Foundry Hill, all to be paid from the 2008 Park Board Budget in the amount of \$13,846.55 which passed unanimously (7-0).

## **7. Settlers Park – Park Shelter Ideas Discussion**

Planner Ondich provided the background on the park shelter. Ondich stated that included in the packet is a site map of Settlers Park and also some pictures of park shelter ideas for

construction in Settlers Park. Ondich stated that the Park Board included the construction of a shelter in the 2008 goals. The initial cost for a shelter was estimated at \$15,000 for a hip roof style shelter at the size listed below fully completed by K.A. Witt Construction. Ondich stated that staff has developed the estimates for the materials to construct the different shelter styles. Ondich stated that the labor has not been included as it would be constructed by city staff. Ondich stated that the shelters would include asphalt shingles, cedar posts and concrete floors. Ondich stated that the costs for this shelter would come from the Park Equipment Fund. This shelter would serve as the “model” to be constructed into the future at other parks. Ondich stated that staff would like to note that with city staff constructing the shelter it may not be available for use during 2008. Ondich stated that prices for tools and other needed equipment for city staff are included in the prices and also include knotty pine and scissors trusses for the Gable End Roof Style shelter only. Ondich stated that staff highly recommends going with the “Gable End Roof Style” for cost and ease of construction which would be construction for \$8,141.

A motion was made by Wilcox, seconded by Ingebrand, to purchase and build the Gable End Roof Style Shelter for the amount of \$8,141 from the 2008 Park Board Budget, which passed unanimously (7-0).

## **8. Communications Building at Foundry Hill Park Woods**

Planner Ondich provide background on the Communications Building. Ondich stated that the communications equipment includes a 12’ x 30’ storage building for the equipment on the ground. Ondich stated there was a request by Scott County to place a communications building on the water tower site for 911 and other communication use. Ondich stated that this building is necessary and staff wanted to approach the Park Board and ask permission to place a portion of the building in Foundry Hill Park Woods. Ondich stated that the lot the water tower sits on is not very large and contains numerous utility lines underground which make it difficult to locate the building on the lot. Ondich stated that there is a clearing on the south side of the property that would be a good location for the building. Ondich stated that the area might need to be fenced in for home security purposes in the future. Ondich stated that staff has contacted the City attorney for a legal opinion on if we can locate the building on this platted park land

Wilcox stated that screening should be provided as Arbor Vitae, 3’ on center.

Hodapp asked if rent was going to be paid by Scott County for the use of the land for the communications building.

Ondich stated that they would not be paying rent.

Wilcox stated that this type of a project is for the community good and should be allowed in the site.

The Park Board was in agreement and will allow the communications building to cross into the Foundry Hill Park Woods.

## **9. Miscellaneous**

### **A. Northside Park Tennis/Basketball Court Surfacing**

Planner Ondich stated that the tennis court/basketball court at Northside Park is in need of maintenance. He stated that staff looked into resurfacing it as a tennis court with all the colors and lines and that it would cost about \$3,500. Ondich stated that rollerblading on this surface would not be permitted as it can damage it. He asked the Park Board if they thought it should be marked as a tennis court if basketball hoops are still provided there. He stated that this is the only tennis court that is owned by the City. Ondich stated the "Sport Court" tiles system that basically sits on top of the bituminous surface and is composed of "tiles" that interlock for the surface of the court. He stated this system will cost at least \$20,000 for the court area and staff would not recommend this system because it would be cost prohibitive. He stated the only other option would to have the court seal coated and to have staff paint white lines for the tennis court. Staff would have to hire a company to do the seal coating and possibly paint the lines themselves. Staff has not done this before so the end product would not be of professional quality.

Ingebrand stated that the court should be seal coated for the purpose of maintaining the area.

Mahowald stated that the Park Board should get rid of the net for tennis.

Wilcox stated the court should be resurfaced and lines painted.

A motion was made by Jirik, seconded by Ingebrand, to seal coat the court with staff painted lines for tennis and basketball, out of the 2008 Park Board Budget or Maintenance Funds, which passed unanimously (7-0).

### **B. Philipps Park Trail Fence**

Jim Calliguri stated that there is a steep slope down to the creek in this area and the fence would help keep kids and others from falling down the embankment. Jim Calliguri stated that he has obtained a quote for a 4' tall green coated chain link fence in the amount of \$2,000 for 120' of fencing. The cost of the fence could come from the 2008 Park Board Budget.

Hodapp stated that she wanted to know what kind of an issue this is and why it should be done. Hodapp asked if the fence would be in the way if the land was developed.

Wilcox stated that she would like to see the fence due to safety concerns.

Hauser stated he would like the fence to be constructed to prevent injuries.

A motion was made by Hauser, seconded by Mahowald, to construct a 120' fence for \$2,000 out of the 2008 Park Board Budget, which passed unanimously (7-0).

### **C. Southside Park Homestead - Sindelar**

Planner Ondich stated that staff would like to know what the Park Board knows about the homestead site at Southside Park which is located in the woods. Ondich stated that there are some remains of the original home here and staff would like some information to better document this site and thoughts from the Park Board on what to do with the site and the remains that are located there.

Hauser asked staff why this homestead is more important than any other old house.

Ondich stated that it is the original home from that section.

Wilcox stated that the area is one of two park areas that are wooded. She stated that she would like to see the area cleaned up so the outlines of the foundations are exposed further.

Ingebrand stated that he would like to see a photo sign for the area.

Hauser stated that his kids knew exactly where the steps come from and where they were located.

Hodapp asked if it would be appropriate for a bench to be located in that area.

Calliguri stated that most of the area is left natural in the summer.

The Park Board recommended that staff look into a photo sign 8"x10" to be placed at the site.

### **D. Yackley Cabin Sign**

Ondich stated that staff would like to discuss the sign that is currently located at the Yackley Cabin site. He stated that the sign is showing its age and staff would like to know what the Park Board would like to do with the sign at this location. Ondich stated that the Park Board can replace the sign with a version created by Les Johnson which would match other park signage for the cost of about \$150 or it could be repainted by staff which could be done for the cost of the paint.

Ingebrand asked if the Girls Scouts still use the area.

Hodapp ask if the new sign could include a photo of the cabin 8"x10".

The Park Board recommended that staff look into a photo sign 8"x10" to be placed at the site.

#### **E. Replacement Trees – Sliding Hill Skate Park**

Planner Ondich stated that there are 7 evergreens that have died and need to be replaced at the Sliding Hill Skate Park on the berm. He stated that he received a quote from Grove Nursery in the amount of \$275 for each tree for 6' tall Scotch Pines or Norway Pines. Total cost would be about \$1,925. Ondich stated he also received a quote from Don Mushitz who would plant and sell the 7 trees for \$120 each for a total of \$840. This must be paid from the 2008 Park Board Budget.

Hodapp asked where the trees originally were bought from and who placed them there.

Ondich stated that the trees were purchased from MN Valley Wholesale and were planted by volunteers.

Hauser stated that it good to keep the funds local by purchasing the trees from Mushitz.

Hodapp asked if only 7 trees would be purchased or would it be a good time to buy and plant more.

A motion was made by Wilcox, seconded by Ingebrand, to approve for the purchase of 7 evergreens from Don Mushitz for \$840, out of the 2008 Park Board Budget, which passed unanimously (7-0).

#### **F. New Adopt-A-Park Board Members**

Planner Ondich state that the New Prague High School National Honor Society very recently dropped off an agreement to be an Adopt-A-Park Participant. He stated they decided to adopt Heritage Park. Ondich stated that Brushworks has quoted a price of \$270 for the sign band.

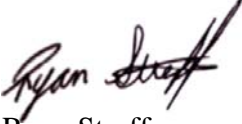
A motion was made by Hodapp, seconded by Hauser, to approve the sign band from Brushwork Signs in the amount of \$270 to be paid from the 2008 Park Board Budget, which passed unanimously (7-0).

### **8. Adjournment**

A motion was made by Hodapp, seconded by Hauser, to adjourn the meeting at 8:30 P.M., which passed unanimously (7-0).



Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ryan Streff". The signature is written in a cursive style with a large, sweeping initial "R".

Ryan Streff  
Planning Intern