

**Meeting Minutes
New Prague Park Board
Tuesday, October 13, 2020
6:00 PM**

1. Call Meeting to Order

The regular meeting was called to order at 6:00 PM by Chair Amanda Judd. Members present were Maggie Bass, Steve Roesner, Joe Barten, and Anthony Anderson. All members were present. Staff present was Ken Ondich – Planning / Community Development Director and Jim Calliguri – Parks Maintenance Supervisor.

2. Approve Previous Meeting Minutes

A motion was made by Judd, seconded by Anderson, to approve the July 14, 2020 regular meeting minutes. Motion carried (5-0).

A motion was made by Judd, seconded by Roesner, to approve the September 30, 2020 special meeting minutes. Motion carried (5-0).

3. Review Financial Reports

Planning Director Ondich presented the financial reports to the Park Board noting that during the month of September there was \$1,153.06 added to the Park Equipment Fund from 2 new home permits being issued and that a total of 28 new home permits had been issued so far in 2020.

A motion was made by Barten, seconded by Anderson, to accept the financial reports as presented. Motion carried (5-0).

4. Cedar Lake Farm Regional Park and Scott County Parks Master Planning

Planning Director Ondich stated that one of the questions that was raised during project planning and budget discussions recently was in regard to creating a trail connection from Cedar Lake Farm Regional Park to the City. He stated that as has been in the City's Comprehensive Parks plan since 2004, there has been a desire by the City to have a trail connection between the City and Cedar Lake Farm Regional Park. He stated that while the City has been vocal about a desire for this trail connection with Scott County, they have been focusing efforts on actual build out of Cedar Lake Farm Regional Park and trail build out in the more populated northern portion of the County over the past few years. He stated that last fall he submitted a letter to Scott County noting the City's support for regional trail search corridor from Cedar Lake Farm Regional Park to the City. He stated that according to Patty Freeman, General Manager of Scott County Parks and Trails, this letter was used by Scott County to support their proposal to the

Metropolitan Council to make the search corridor a part of the future regional park system. Scott County was able to include the trail search corridor in the proposed 2040 Regional Parks Policy Plan from the Metropolitan Council which was a huge step in the progress being made towards this connection occurring in the future. He stated that Ms. Freeman would attend a Park Board meeting in the future but that would be after the comment period for the 2040 Regional Parks Policy Plan closes.

The Park Board asked if the survey could be shared on the City's Facebook page.

Planning Director Ondich stated that he would post the information on the City's Facebook page and let the park board members know when it gets posted so they can also share it.

5. 2022-2026 Project Plan Discussion

Planning Director Ondich stated that he included in the packet the 2022 to 2026 Project Plan for continuing discussion with the Park Board and that Parks Maintenance Supervisor Jim Calliguri was in attendance to answer questions that the Park Board may have.

Parks Maintenance Supervisor Calliguri stated that they move approximately 60 to 70 trees per year out of the City's tree farm which is located at Sliding Hill Skate Park. He stated that 356 trees have been moved since the tree farm was started from a donation from the New Prague Sportsman's Club. He stated that the majority of the trees were pine and spruce trees but that they also have river birch and elm trees which were bought from Scott County through the City Council. He stated that the Parks are pretty much out of room for additional trees at this point and that there are another 62 trees that need to be moved soon but that it is getting hard to find places. He stated that staff has a program and computer to start on a tree inventory, but it has been difficult to find time to do the work with a lack of year-round staffing.

Anthony Anderson stated that he was glad to hear about the tree inventory. He also stated that trees could be spaded in or planted near existing ash trees to offset the eventual death of the ash trees.

Jim Calliguri stated that they started that process years ago and that the ash trees have lasted longer than anticipated as ash borer is not yet in New Prague and therefore they area at the point of having to remove some large healthy ash trees in order to allow the replacement trees to continue to grow.

The Park Board asked if they could tour the tree farm on the annual tour in 2021.

Joe Barten stated that once the existing tree farm trees are depleted that it would be nice to budget for and plant more diverse species so that large amounts of one tree are not located in a park and susceptible to being wiped out with a disease. Mr. Barten also

asked Mr. Calliguri how the Park Board can be helpful in terms of on-going repair and maintenance of parks and asked how repairs are handled.

Mr. Calliguri stated that staff typically will repair or replace items as they break, however the lead time for replacement items can be 4 to 6 weeks at times which takes a certain piece of equipment out of use for a large part of the year.

Anthony Anderson asked about wood fiber for the playgrounds and how that was replaced.

Mr. Calliguri stated that they budget for and replace about 300 yards of the material each year.

Mr. Barten asked about trail maintenance and replacement and what is done for the trail system.

Mr. Calliguri stated that the upcoming greenway trail replacement near the brana will be completed with the adjacent street reconstruction project. He also stated that the city uses a product called “replay” that is a soybean oil-based product that has proven effective on city trails over the year.

Planning Director Ondich stated that he would include the trail plan and maintenance maps in the November meeting packet as information.

Mr. Calliguri gave an update regarding the zip line, saying that they were waiting for grass to be established before finishing it up and are now coordinating with the installer to assist in finishing it up and that it should be open in a couple of weeks. He also stated that the concrete work for the Heritage Park shelter is completed but that trusses were 5 to 6 weeks out.

The Park Board thanked Mr. Calliguri for his time and answering their questions.

6. Miscellaneous

- a. Caitlin Huiras Resignation Letter** – Planning Director Ondich stated that attached is an e-mail from Caitlin Huiras resigning from the Park Board because her family is moving out of the City and that the Park Board is currently down two regular members and one youth representative. He stated that he would look at forwarding applications on file to the Council to consider for replacements before next June.
- b. 2020 Park Board Budget Project Update**– Planning Director Ondich stated Mr. Calliguri had provided the project updates previously in the meeting.
- c. Fitness and Aquatic Center Update** – Planning Director Ondich stated that he attached the normal monthly update along with the annual update/report to the School Board and City Council as information. Maggie Bass also added additional updates including that some shower areas were now available which

had not been available since the facility had reopened following Covid-19 protocols.

- d. Central Plaza** – Joe Barten asked about the status of the Central Plaza Project. Planning Director Ondich stated that it would likely be a 2022 project with the splitting of the Main Street reconstruction project into two years as it was planned to be completed following the adjacent roadway work. He stated that the City Council also had not yet seen the final recommendation from the Central Plaza Committee as Covid had caused a delay in the ability for the group to meet in person at a council meeting to present the information. The Park Board asked if staff could add the project to the 2022 project listing. Planning Director Ondich stated that he would add the project but with the City's contribution from the reconstruction project and possible donations he did not know what, if any funds, may be needed from the Park Board to complete the project.

7. Adjournment

The meeting was adjourned at 7:06 PM by order of Chair Judd.

Respectfully Submitted,

A handwritten signature in black ink that reads "Ken Ondich". The signature is written in a cursive, flowing style.

Ken Ondich
Planning / Community Development Director