

**Meeting Minutes
New Prague Park Board
Tuesday, January 10, 2012
6:30 PM**

1. Call to Order

The meeting was called to order at 6:30 PM by Chair Sharon Brown. Members present were Maggie Bass, Amy Jirik, Sharon Brown, Allen Mahowald, Matthew Lasch, Mike Slavik. Absent were Shawn Ryan and Youth Representative John Knoer. Staff present was Ken Ondich – Planning Director and Jim Calliguri – Parks Maintenance Supervisor.

2. Elect Chair and Vice Chair for 2011

A motion was made by Mahowald, seconded by Brown to elect Matthew Lasch as Chair for 2012. Motion carried (6-0).

A motion was made by Brown, seconded by Slavik to elect Maggie Bass as Vice-Chair for 2012. Motion carried (6-0).

Matthew Lasch immediately took over as Chair following the appointments.

3. Approve Previous Meeting Minutes

A motion was made by Mahowald, seconded by Slavik to approve the December 13, 2011 meeting minutes. Motion carried (6-0).

4. Review Financial Reports

Planning Director Ondich presented the financial reports to the Park Board, noting that during the month of December there were no funds added to the Park Equipment Fund from new residential homes permits. He also presented the historical Park Fees collected from building permits dating back to 2001 to show how the fees collected have dropped off dramatically.

A motion was made by Slavik, seconded by Mahowald to accept the financial reports as presented. Motion carried (6-0).

5. DNR Prairie Restoration Grant Application Update

Planning Director Ondich stated that as is included on the 2012 Park Board Project and Goal Listing, a “Settlers Park Native Prairie Restoration Project” was included and that the Park Board budgeted \$2,500 to be used as a 10% required match for a \$25,000 prairie restoration project at Settlers Park. He stated that in association with this project the Park Board also budgeted \$2,700 for surveying and signing property lines along the to

determine the boundaries of the work area before any project might begin. He stated that he is working on a grant submission with some initial help on estimating costs with Park Board Member Matt Lasch and that the grant will need to be submitted by February 8, 2012 which is prior to the next Park Board Meeting. He stated that awards for the second round of funding will be announced in early April 2012 and that the grants are made available by the DNR through the Conservation Partners Legacy program which is an outgrowth of the Lessard-Sams Outdoor Heritage Council with the funds paid for from the revenue generated from the Clean Water, Land and Legacy Constitutional Amendment sales tax.

The Park Board accepted the updated as information.

6. Purchase Pet Waste Station

Planning Director Ondich stated that as was included on the 2012 Park Board Project and Goals Listing, he included a quote for the purchase of a Pet Waste Station to be installed in Greenway Park. He stated that the amount budgeted was \$375 based on initial quotes received, but that he was able to find this particular product for only \$180 from one of the previously contacted vendors.

The Park Board asked about placement of the pet waste station in Greenway Park and it was suggested that it not be by the parking lot as many people don't walk that far south in the park.

A motion was made by Lasch, seconded by Bass to approve the purchase of the Pet Waste Station from Pet Mitten in the amount of \$180 plus tax and shipping to be paid from the 2012 Park Board budget. Motion carried (6-0).

7. Purchase 2-5 Age Group Play Structure for Southside Park

Planning Director Ondich stated that as was included on the 2012 Park Board Project and Goals Listing, he included a quote for the purchase of the 2-5 age group play structure called the "Clever Climber All Out" for Southside Park from Flanagan Sales. He stated that this was the equipment option chosen by the Park Board last fall after receiving quotes and proposals from a few different companies and that a total of \$15,665 was budgeted for the playground equipment plus sidewalk surround and woodchips. He stated that the quote from Flanagan Sales reflects the purchase price of \$9,735 including shipping, tax and installation. He stated that additional quotes for the purchase of the sidewalk surround and woodchips will be reviewed at future park board meetings before installation would begin. He stated that since the purchase price exceeds \$5,000 it would need final approval by the City Council.

Amy Jirik asked about the area under the slides and if it was fully enclosed.

A motion was made by Jirik, seconded by Slavik to recommend to the City Council the purchase of the 2-5 age group play structure named the "Clever Climber All Out" for

Southside Park from Flanagan Sales in the amount of \$9,735.77 including tax, shipping and installation to be paid from the Park Equipment Fund.

Jirik also added that the proposed placement of the new equipment should be reviewed during the annual park tour before it is installed.

8. Miscellaneous

- a. **Extension of Board/Commission Appointments** – Planning Director Ondich stated that at the City Council Meeting on December 19, 2011 the City Council voted to extend the terms of the expiring board and commission members to end May 31, 2012. He stated that in the interim, the Council directed City staff to draft an ordinance that would permanently change the terms to end on May 31 and new appointees to take place on June 1 so that the holiday season and change of council members could be avoided each year. He added that new members will not be appointed at this time and all current members are welcomed to stay on until the end of May unless they chose not to.

- b. **Warming House Use Reports** – Planning Director Ondich stated that the warming house opened on January 4th for the first time, and just for a single day, and that he would wait to include the full month's use reports until the February Park Board meeting.

Parks Maintenance Supervisor Calliguri stated that it would be discussed internally about future efforts to continue to flood the rinks if temperatures continue to fluctuate.

- c. **2012 Park Board Projects and Goals Listing** – Planning Director Ondich stated that as a refresher, the 2012 Park Board Projects and Goals Listing is included as information in the packet.
- d. **Move February 14th Park Board Meeting** – Planning Director Ondich stated that he would like discussion to see if the Park Board would like to move the February Park Board meeting back one week to February 21st to avoid Valentine's Day in case anyone should have plans and that either the scheduled date or the 21st would work just fine.

The Park Board indicated that there was no need to move the Park Board meeting from its scheduled date of February 14, 2012.

- e. **Capital Equipment List for Parks** – Amy Jirik asked if there was finally a Capital Improvement list for all the Park Equipment as was discussed in the past. Planning Director Ondich stated that staff and the Council would be including park equipment in a Capital Equipment list in 2012.

- f. **Cedar Lake Farm Regional Park Possible Dog Park** – Sharon Brown stated that she had heard that a dog park was being discussed for Cedar Lake Farm Regional Park.
- g. **New Prague Golf Club Winter Operation** – Mike Slavik noted that earlier in the day he was at a golf tournament at Creeksbend Golf Course just outside of New Prague. He noted that they had also been open on other occasions for golfing during the winter. He asked why New Prague Golf Club could not be opened on similar days such as Creeksbend which would generate some revenue.

9. Adjournment

A motion was made by Slavik, seconded by Mahowald to adjourn the meeting at 7:03 PM. Motion carried (6-0).

Respectfully Submitted,



Ken Ondich
Planning Director