

**Meeting Minutes  
New Prague Park Board  
Tuesday, January 10, 2017  
6:30 PM**

**1. Call Meeting to Order**

The regular meeting was called to order at 6:34 PM by Chair Maggie Bass. Members present were Amy Jirik, Terry Murtaugh and Kelly Holden. Absent was Youth Representative Katie Calliguri and Cortney Amundson (with two additional seats being vacant). Staff present was Ken Ondich – Planning / Community Development Director.

**2. Approve Previous Meeting Minutes**

A motion was made by Holden, seconded by Murtaugh to approve the December 13, 2016 regular meeting minutes. Motion carried (4-0).

**3. Review Financial Reports**

Planning Director Ondich presented the financial reports to the Park Board noting that during the month of December there was \$808.85 added to the Park Equipment Fund from 2 single family home permits. He stated that 53 new home permits have been issued so far in 2016 with 33 of those units being single family homes and 20 being townhomes.

A motion was made by Jirik, seconded by Bass to accept the financial reports as presented. Motion carried (4-0).

**4. Park Shelter and Field Rental Fees Discussion**

Planning Director Ondich stated that as City Staff was updating the fee schedule for 2017, it was noticed that many of the park shelter and rental fees have not changed in quite some time including shelter rentals, field rentals and tournament fees dating back to 2007, adult team fees last being adjusted in 2008 and youth team fees being added in 2011. He stated that he would like the Park Board to discuss whether future research of the park shelter and field rental fees should be conducted.

The Park Board noted that fees should be looked at again as it had been an number of years since they had been increased, but to try to keep fees low for shelter rentals as they want to encourage their rental. The Park Board also asked for information on how often the fields are used for both daily rental and by annual team registrations and to get a detailed look at staff costs versus the revenues brought in for team registrations and the work that goes into the preparation of the fields for their use. The Park Board also asked about the liquor license in conjunction with tournaments and why that fee was spelled out separate from the liquor license section of the fee schedule.

Planning Director Ondich stated that he would continue to research the fees and bring information back to the Park Board for further review and discussion.

## 5. Miscellaneous

- a. **Visioning for Future Recreational Facility Needs – Update** – Planning Director Ondich stated that the Joint Powers Advisory Board met on December 19<sup>th</sup> to discuss the options of having a local swim club formed or to instead join with the South Metro Swim Club, AKA Storm and that at the meeting was Bob Crunstedt, Executive Director of Minnesota Swimming to provide some information on the options. He stated that the Joint Powers Advisory Board is more in favor of a local club team being formed, but will invite in representatives from Storm in January or February to listen to what they can offer as well. He stated that the School District will also be conducting interviews on Aquatics Manager candidates in January with members of the Joint Powers Advisory Board being invited to sit in and that these interviews will take place after the Park Board meeting.
- b. **Park Fee Totals and Historic Park Fee Totals** – Planning Director Ondich stated that included with the packet was a listing of the 2016 Park Board fees taken in with building permit applications along with a historic look at the Park Fees taken in with building permits dating back to the year 2001.
- c. **2017 Project Plan** – Planning Director Ondich stated that included with the packet was the approved 2017 Park Board project plan and listing. He noted that he would try to invite the Pickleball Association back to the February Park Board meeting for more discussions regarding that project.
- d. **Move June Park Board Meeting Date** – Planning Director Ondich stated that he needed the Park Board’s input regarding the June Park Board meeting date as he had a vacation schedule and would need to move the June Park Board meeting from June 13<sup>th</sup> to either the 6<sup>th</sup> or 20<sup>th</sup>. The Park Board decided to move the June Park Board meeting to June 6<sup>th</sup>.
- e. **Next Meeting February 14th** – Planning Director Ondich stated that the next meeting is scheduled on February 14<sup>th</sup> and wanted to know if anyone couldn’t make it as it’s Valentine’s Day and having more than one person absent would mean that we would not have a quorum. The Park Board decided to move the February Park Board meeting to February 13<sup>th</sup>.

## 6. Adjournment

A motion was made by Bass, seconded by Holden to adjourn the meeting at 7:10 PM.  
Motion carried (4-0).

Respectfully Submitted,

A handwritten signature in black ink that reads "Ken Ondich". The signature is written in a cursive style with a large, looped "O" in "Ondich".

Ken Ondich  
Planning / Community Development Director