

**Meeting Minutes
New Prague Park Board
Tuesday, February 11, 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 Caitlin Huiras, Anthony Anderson, Margaret Solheid, Steve Roesner, Joe Barten, and Youth Representative Adam Langfield. Absent was Maggie Bass. Staff present was Ken Ondich – Planning / Community Development Director.

2. Approve Previous Meeting Minutes

A motion was made by Roesner, seconded by Solheid, to approve the January 14, 2020 regular meeting minutes. Motion carried (6-0).

3. Review Financial Reports

Planning Director Ondich presented the financial reports to the Park Board noting that during the month of January there was \$857.91 added to the Park Equipment Fund from 2 home permits being issued.

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

4. Tobacco Free Park and Recreation Policy Discussion - Continued

Planning Director Ondich stated that the most recent discussion on the Tobacco Free Policy took place at the January 14th, 2020 Park Board meeting. He stated that discussion took place regarding signage for tobacco free areas and where signs should be placed, as well as the placement of cigarette receptacles, and finally, if there should be a buffer distance from the no tobacco facilities where smoking would not be allowed. He stated that since the meeting, staff has found out that ANSR and SHIP will not fund tobacco free signs as they require parks be completely tobacco free before signs or funding is provided. He stated that staff has put together a couple of example maps showing 50' buffers around no tobacco facilities and it is clear that very little space remains for tobacco use. He stated that staff spoke with Jayme Carlson of Scott County SHIP regarding whether other cities allow or do not allow smoking in some areas, but not others and she said that it is confusing to both park goers and also for compliance purposes of city staff monitoring it, to write a policy this way. He stated that additionally, staff looked at where signs could be placed in light of the limited policy and there is simply not a good way to sign a park that makes it clear to park goers where smoking would be allowed or not allowed without looking at detailed maps. He stated

that in addition to all Scott County Parks being tobacco free, only the City of Savage currently has a tobacco free policy in which all parks are completely tobacco free. He stated that staff notes that while discussion has focused on the “limited” tobacco policy, staff suggests consideration of a policy fully limiting tobacco use in parks instead.

Planning Director Ondich stated that he had spoken with Maggie Bass, who was unable to attend the meeting, who indicated that she would not be opposed to a policy that would fully limit tobacco use in the parks.

Steve Roesner stated that he doesn't see smoking in other parks in the metro area and that smoking isn't allowed in bars or restaurants. He stated that he would be in favor of a policy limiting tobacco use in all areas of parks.

Joe Barten stated that he did not believe it was too far of a stretch to limit all tobacco use in the parks. He stated that he supports a policy that would limit all tobacco use.

Chair Judd stated that she was in favor of limiting all tobacco use.

Caitlin Huiras stated that she is in favor of the policy that would limit tobacco use in all park areas.

A motion was made by Roesner, seconded by Judd, to recommend that the City Council approve the policy that would prohibit tobacco use in all city parks. Motion carried (5-1, Solheid).

5. Central Plaza Concept

Planning Director Ondich stated that dating back to May of 2019, a committee has been meeting regarding the design for the “Central Plaza” which is a small park that will occupy the existing vacant lot at the corner of Main Street and Central Ave. N. He stated that the committee has met five times and has developed a concept design for the site along with a budget. He stated that the design was created by the committee with the assistance of Jen Krava, a landscape architect that grew up in New Prague and has been donating her time at no cost. He stated that the Central Plaza concept will be presented to the City Council at their March 2nd, 2020 meeting.

The Park Board had general discussion and questions about the Central Plaza design with no action taken.

6. Ball Team Fees Discussion

Planning Director Ondich stated that as last discussed and approved at the December 2018 Park Board meeting, ball team fees were reviewed and raised by just over 15% in 2019 after having not been increased for over 10 years, while the cost to maintain the fields had increased by over 60% in that same time period. He stated that it was discussed to potentially look at increasing the fees each year, but a formal

recommendation to raise the fees annually was not made at the December 2018 meeting. He stated that staff would like the Park Board to consider another 15% fee increase in 2020 to be considered as follows:

Adult Softball/Baseball League Fees:

2 Times per week - \$287 plus sales tax (up from \$250)

1 Time per week - \$241 plus sales tax (up from \$210)

Fall League 2 Times per week - \$172 plus sales tax (up from \$150)

Fall League 1 Time per week - \$86 plus sales tax (up from \$75)

Youth Ball Team Fees:

2 Times per week - \$144 plus sales tax (up from \$125)

1 Time per week - \$121 plus sales tax (up from \$105)

A motion was made by Anderson, seconded by Roesner, to recommend to the City Council that the fee schedule be amended to increase the ball team fees as discussed. Motion carried (6-0).

7. Miscellaneous

- a. **Band Shelter at Memorial Park** – Bruce Wolf and Dennis Dvorak attended the Park Board Meeting to present their idea for a band shelter to be constructed in Memorial Park. They noted that dating back as early as the 1960's there was a band shelter in Memorial Park which was a wooden structure. They stated that they have some of the original construction plans for the shelter, but no photographs. They stated that they wanted to attend the meeting to plant the seed about their idea to construct a band shelter in Memorial Park, somewhere near the volleyball courts and the old restroom area. They noted that it is important to have cultural events in parks as well as athletic events. The Park Board noted concerns about losing trees in the park, providing accessible routes to the shelter, providing adequate parking, providing a bike rack for those who may ride bikes to the area and other general observations. It was also noted that a band shelter in Prior Lake sits largely vacant, even during concert events there. It was noted that the Chamber or some other entity would need to advertise the band shelter and program events to ensure it would be successfully utilized.
- b. **2020 Park Board Budget** – Planning Director Ondich stated that two projects that are on the Park Equipment Fund portion of the 2020 budget are the installation of a zip line at Memorial Park and also the installation of a picnic shelter at Heritage Park. He stated that staff will be soliciting bids for contractors to bid on the picnic shelter project and also for the zip line and associated work.

- c. **Fitness and Aquatic Center Update** – Planning Director Ondich noted that the January 2020 update for the Fitness and Aquatic Center was provided in the packet and that numbers were on the rise once again.
- d. **Warming House / Ice Rink Reports** – Planning Director Ondich stated that included in the packet were the daily use reports for the warming house from 1/6/20 to 2/4/20.
- e. **Annual Park Board Income Summary** – Planning Director Ondich stated that included in the packet was the annual and historic Park Board income summary.

8. Adjournment

The meeting was adjourned at 7:08PM by order of Chair Judd.

Respectfully Submitted,

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

Ken Ondich
Planning / Community Development Director