

**Meeting Minutes
New Prague Park Board
Tuesday, March 14, 2017
6:30 PM**

1. Call Meeting to Order

The regular meeting was called to order at 6:32 PM by Chair Maggie Bass. Members present were Amy Jirik, Terry Murtaugh Cortney Amundson and Youth Representative Katie Calliguri. Absent was Kelly Holden (who called in at 6:47PM remotely)(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 Murtaugh, seconded by Amundson to approve the January 10, 2017 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 \$6,786.15 added to the Park Equipment Fund from 5 single family home permits and 2 twin home units. He stated that 10 new home permits have been issued so far in 2017 with 6 of those units being single family homes and 4 being townhomes.

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

4. Pickleball Discussion and Possible DNR Outdoor Recreation Grant Application

Planning Director Ondich stated that Dan Puls initially requested to be on the February agenda for the Park Board to discuss plans for dedicated Pickleball Courts. He stated that as the Park Board remembers, the Park Board lists Pickleball Courts as a \$45,000 item on the Park Equipment Fund project list for 2017 and that the City Council requested that the Pickleball Association assist in fundraising funds for the courts. He stated that Mr. Puls contacted the DNR and found that they are once again offering their Outdoor Recreation Grant Program. He stated that this grant program funded the development of the Sliding Hill Skate Park up by the High School and that the grant program provides matching funds (up to 50%) with a maximum grant award of \$150,000 and can fund park development or redevelopment, including pickleball courts as long as the park is kept in perpetual outdoor recreation use. He stated that the applications are due March 31, 2016. He stated that an application could be submitted for funding 50% of the cost of the courts which was estimated at about \$45,000 but that he is not sure that an application will be possible for 2017 as it also requires a City Council resolution in support of the grant application and there's only one remaining Council meeting on March 20th and the exact location for the pickleball courts has

not been determined. He stated that it's also possible we could apply for multiple Outdoor Recreation Grant projects such as rehabbing the court area at Northside Park. He stated that he included information on the grant program as well as maps and pictures of a possible site in either Northside Park or Heritage Park for the court area. He stated that he's not sure the site in Heritage Park is the best location being so close to a single family home and noted that there may be a location in Foundry Hill Park that might be available except that sanitary sewer lines run through the area, although the City just entered into an agreement with the School District to allow them to build tennis courts over sanitary sewer lines. He ultimately noted that he believed the next year should be taken to work on the details of the pickleball courts and to solidify what should or could be applied for regarding the DNR Outdoor recreation grant for 2018.

The Park Board noted that they were concerned funding might not be available in 2018, but Planning Director Ondich noted that he did not feel they had enough details to make the correct grant applications at this time which required a council resolution for specific locations and projects.

5. Calvary Church Memorial Park Event Proposal – Champions Night

Planning Director Ondich that as was held last year, Calvary Church is requesting permission to have a concert and associated events in Memorial Park per a review memo included in the packet.

A motion was made by Bass, seconded by Jirik to recommended approval of the event in Memorial Park on Thursday July 27, 2017 with the following conditions:

1. The City of New Prague shall be named as additional insured for the event since it is taking place in Memorial Park and shall also be provided a copy of the Certificate of Insurance. The City shall be held harmless for any injuries or damages occurring during the event.
2. All of Memorial Park shall be reserved for the event from 8AM Thursday July 27th, 2017 through 10AM on Friday July 28th, 2017.
3. Calvary Church must provide their own additional garbage cans for the event if they are required above what exists in the park during normal operations.
4. Calvary Church officials/volunteers are responsible for clean-up of the park by placing trash in appropriate receptacles. Any clean up charges from the City will be the responsibility of Calvary Church.
5. Live, recorded, broadcast music and other entertainment shall cease on or before 9:00 PM due to the close proximity of the residential homes in the area and because the event is taking place on a week night. The speakers for the entertainment shall be faced to the south/southwest away from residential homes.
6. Calvary Church shall be responsible for the \$26.72 park reservation fee and \$100 damage deposit plus \$15 per picnic table they would like moved to the park.

7. Calvary Church shall provide notification of the event and associated activities to residential properties adjacent to Memorial Park at least one week prior to the event.
8. Calvary Church shall be allowed to utilize the bathrooms in the park during the event, but is also welcome to provide additional portable rest rooms if so desired.
9. Electrical provisions in the park and shelter areas are limited. Events that require large amounts of electricity may require temporary service connections or a portable generator. All temporary electrical connections or portable generators will be required to be inspected by the state electrical inspector. Event holders should contact the New Prague utilities to review the event requirements and any cost that may be incurred.
10. Calvary Church shall provide for their own set up of the stage, crowd control and parking attendance.
11. The stage and seating are not allowed to be inside of the ballfields. The stage and chairs must be moved to a location in the park other than the ballfields.
12. Food vendors must obtain any required department of health licenses.

Motion carried (4-0).

6. Memorial Park Monument Discussion

Planning Director Ondich stated that he recently spoke with Paul Busch of the American Legion regarding a possible request to move the Cihlar Monument from a private residence in New Prague potentially to Memorial Park adjacent to the other memorial area. He stated that the monument is from the WWII era and was a memorial for a local New Prague serviceman who was killed at Pearl Harbor. He stated that Paul Busch had planned to attend the meeting but was unavailable, however he has provided information for the Park Board to review tonight in hopes to attend the meeting in April instead. He added that the monument is about 5' tall and has a 2' square sized base, so it's not a very large monument.

The Park Board stated that they are ok with the monument moving to the park by the other memorial area however they are concerned with possible vandalism to the monument. They suggested it might be more secure by the ballroom and that the legion might consider putting the monument in an enclosure or even consider moving it inside.

7. Miscellaneous

- a. **Visioning for Future Recreational Facility Needs – Update** – Planning Director Ondich stated that the Joint Powers Advisory Board met on March 13th and discussed possible amenities to be added such as wibits, climbing walls, floating yoga mats, water bikes, etc. He also stated that the Bryce Bachmann the aquatics manager presented a very preliminary budget which would be tweaked before the pool opens. Maggie Bass also noted that the group discussed not having all the amenities

available on day one so that new items are added to keep interest. She also noted that the Silver Sneakers program was being explored to offer seniors a chance to utilize the pool at no cost to them but the pool would be reimbursed through insurance. Planning Director Ondich stated that they were also seeking a sort of health club affiliation so that there could be insurance discounts for obtaining a membership similar to discounts offered for fitness center memberships.

- b. Archery Range ADA Accessible** – Amy Jirik asked if the City’s archery range was ADA accessible. Planning Director Ondich stated that it was accessible except for the shooting tower.
- c. Digital Packets** – Cortney Amundson asked if the packets could be delivered digitally rather than using paper. Planning Director Ondich stated that staff has discussed doing this and that all boards and commissions would likely eventually use digital packets, but that we weren’t ready to implement anything yet. He said despite that, if anyone would like their packet digitally he could accommodate it and then also put it up on the screen in the conference room as well.

8. Adjournment

A motion was made by Bass, seconded by Jirik to adjourn the meeting at 7:21 PM. Motion carried (5-0).

Respectfully Submitted,



Ken Ondich
Planning / Community Development Director