

**Meeting Minutes
New Prague Park Board
Tuesday, June 11th, 2024
6:00 PM**

1. Call Meeting to Order

The regular meeting was called to order at City Hall at 6:00 PM by Vice Chair Matt Becka. Members present were Matt Becka, Christine Wolf, Jessica Dohm, Maggie Bass, Shannon Sticha, Debra Tharaldson, and Youth Representative Jacob Bisek. Absent was Chair Joe Barten. Staff present were Ken Ondich – Planning / Community Development Director and Kyra Chapman – Planner.

2. Introduction of New Members: Debra Tharaldson, Shannon Sticha and Youth Representative Jacob Bisek.

All park board members and staff introduced themselves. The three new board members were welcomed.

3. Elect Chair and Vice Chair for 2024/2025

A motion was made by Becka, seconded by Dohm, to appoint Joe Barten as the Chair for the Park Board. Motion carried (6-0).

A motion was made by Becka, seconded by Dohm, to appoint Matt Becka as the Vice Chair for the Park Board. Motion carried (6-0).

4. Approve Previous Meeting Minutes

May 11, 2024 Regular Meeting

A motion was made by Becka seconded by Wolf, to approve the May 14, 2024, regular meeting minutes. Motion carried (6-0).

5. Review Financial Reports

Planning Director Ondich presented the May financial report. In the month of May, no additional funds were added to the Park Equipment Fund from new residential home permits. So far this year, there have been 2 new home permits. Park fees have also been collected from two commercial building projects.

Dohm inquired if commercial properties have to pay park dedication fees.

Planning Director Ondich explained that commercial permits are based off how many employees there will be in the business. The business pays a rate based on that value. Scott Equipment recently applied for a building permit and paid about \$7,600 in park dedication.

A motion was made by Becka, seconded by Dohm, to approve the financial reports. Motion carried (6-0).

6. Miscellaneous

- a. **POPS May Newsletter** – Planner Chapman explained that in the latest POPS newsletter, \$840,000 has been raised for the performance stage. Initially they wanted to reach their \$1 million goal by the end of 2025 but due to its funding success, POPS hopes to reach that goal by the end of 2024. They hope to reach \$1 million through the 100 for \$100K program, POPS Gala II, and Bourbon at the Broz. POPS reached out to communities that currently have outdoor performance stages which may help plan and design the POPS. Several communities responded such as Rosemount, Eden Prairie, Hudson, Buffalo, and Fort Myers. POPS anticipates that the construction of the stage will begin in spring 2025.
- b. **Mountain Bike Alternate Lines** – Planner Chapman stated that alternate line refers to a mountain bike path that's usually a more challenging or sometimes an easier bypass route. Alternate lines provide bikers with more trail choices that suit their skill level. The city could consider installing alternate lines to the city's existing trails. There are funding opportunities available if that's something the city would like to pursue in the future.

Becka mentioned that alternate lines could be connected to existing trails. It could be a sidetrack into a wooded area or pathway.

Bisek explained that some students a few years ago made a mountain bike path near the High School on a farmer's property.

Tharaldson has noticed that many kids are aging out of parks so a mountain bike trail would be an interesting solution.

Sticha inquired about the Cedar Lake trail.

Planning Director Ondich explained that Community Development Department met up with Scott County Parks Planners last month to discuss the County's trail plans. Future regional park, Doyle-Kennefick Park is closer to New Prague than some other parks and trails in the County, spurring continued discussions on the Cedar Lake trail connection to New Prague. During the meeting, New Prague staff shared the Comprehensive Plan's Mobility Map on possible connections to Cedar Lake. The City and County will continue discussions.

- c. **Disc Golf Course Improvements** – Planner Chapman stated that in late May, the locations of the disc golf baskets and the tee pad signs were staked, which will help create the wayfinding signs. Staff have been speaking with Custom Course Maps to create and print the signs. There will be a total of 12 tee pad signs and one entrance map sign. Blanket flowers for landscaping near the course will arrive in mid to late June. The disc golf course project must be completed by August 14th, 2024 as required through the grant that was awarded by Southern Minnesota Initiative Foundation.

- d. Keyland Residential Development** –Planning Director Ondich introduced the Keyland residential development. In the past few weeks, a purchase agreement between Bisek and Keyland Homes for 60 acres was finalized. As a requirement of the purchase agreement, the wooded area near Ironwood/Cherrywood was to be cleared. In previous plans, the Park Board wanted to convert the wooded area into a park trail that would connect from 7th St NE to Heritage Park. The City could not prevent the clearing of the woods because it was outside city limits. Furthermore, there was nothing in the Scott County Tree Preservation Ordinance to prohibit the removal of the trees. Early this month, a survey crew delineated the property for wetlands. The survey crew found a few wetlands in the area, one of which is in the previously wooded area. For the 60 acres of land, it's expected that about 12% (8-9 acres) of the land will become dedicated park land. Park dedication doesn't just have to only include land but may also consist of land improvement such as the creation of a trail. Keyland Homes intends to create single family homes that begin at a minimum of \$400,000. Keyland Homes has not submitted a formal application or annexation. When an application is submitted, the Park Board will review the land as part of the development review process.

Tharaldson suggested the consideration of park land use for all seasons of the year. For instance, there could be a new cross-country trail installed.

Planning Director Ondich mentioned that the city does not currently have a trail groomer for cross country trails but that could be looked into or a partnership like what had been done in the past with Three Rivers Park District at the Golf Course for cross country ski trails.

- e. Settlers Park Prairie Restoration Update**– Planner Chapman introduced the update on the Settlers Park Prairie Restoration project. On May 20th, staff met with Rock Leaf Water Environmental for the first kick off meeting. Shortly after the meeting, Rock Leaf Water Environmental began their herbicide spraying. A second herbicide application will be applied in the summer and a third application will occur in spring 2025. Rock Leaf Water Environmental will do prep mowing before another herbicide application is done. The project was made possible through grant funding through the DNR Expedited Conservation Project. The grant project must be completed by the end of June 2026.

Dohm inquired why herbicide was being used.

Planner Chapman explained that when staff were first writing the Settlers Park Prairie Restoration grant application, a previous park board member who owns a restoration business recommended the use of herbicide to get rid of invasive species such as reed canary. The project process was approved by the DNR and the City Council.

Planning Director Ondich stated that some residents have voiced concerns over the native planting going up to their lot lines, but that staff is holding firm on utilizing all the park property available for the restoration work as was funded and approved by the DNR.

- f. Comprehensive Plan Update / Small Area Plan Update** – Planning Director Ondich provided an update on the Comprehensive Plan and Small Area Plan. The Comprehensive Plan is on pause until the Sanitary Sewer Feasibility Study and the Small Area Plan are complete. For the Small Area Plan, a final plan is being prepared for grading and stormwater considerations. It's expected that these plans will be presented at the July 15th City Council meeting. The most recent site concept plan includes various features such as a playground, a community room, a multi-use plaza, townhouse units, rental cottages, a stormwater pond, and an outdoor performance stage.

Wolf inquired about the orientation of the stage in relation to the sun.

Planning Director Ondich stated that POPS wanted the stage oriented to the SE so that the band is not facing the sun, but the audience may face towards the sun.

Dohm said that she would go out to the site to check the angle of the sun and glare. She shared concerns about the audience facing the sun.

- g. Dog Park Update** – Planner Chapman explained that the gravel parking lot for the dog park is currently being built this week. It's anticipated that the parking lot will be completed late this week or next week. Contingent with weather conditions, the dog park fence will be installed on Tuesday June 18th. Additional materials such as trash receptacles, dog waste bag dispenser, and signage will need to be purchased.

7. Adjournment

A motion was made by Bass, seconded by Dohm, to adjourn the meeting. Motion carried (6-0). The meeting was adjourned at 7:07pm.

Respectfully Submitted,



Kyra J. Chapman
Planner