

**Meeting Minutes  
New Prague Park Board  
Tuesday, June 14, 2011  
6:30 PM**

**1. Call to Order**

The meeting was called to order at 6:31 PM by Chair Sharon Brown. Members present were Maggie Bass, Sharon Brown, Allen Mahowald and Amy Jirik. Absent were Mike Slavik, Matthew Lasch, Shawn Ryan and youth representative John Knoer. Staff present was Ken Ondich – Planning Director and Jim Calliguri – Parks Maintenance Supervisor.

**2. Approve Previous Meeting Minutes**

A motion was made by Jirik, seconded by Mahowald to approve the May 10, 2011 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 May and additional \$0.00 was added to the Park Equipment Fund from residential and commercial permits.

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

**4. Eagle Scout Project Discussion**

Dick Snyder and Dave Snyder addressed the Park Board regarding a student by the name of Tony Beranek who was looking for an Eagle Scout Project. Dick and Dave Snyder explained that Tony Beranek has been in the archer club, of which they are coaches, since its inception, and that Tony Beranek had asked them if they had ideas for a conservation related Eagle Scout Project. Dick and Dave explained that they had spoke with Jim Calliguri and that some of the ideas for projects included painting the inside of the warming house and potential projects at the archery range to repair the bow stands which have been abused, possibly build a lean to or a cover for the archery range, build a storage building for the archery range, plant trees along the berm and along the west side of the archery range and finally repair or replace the target stands. Dick and Dave noted that Tony was out of town at this time, but that his project would have to be completed by November 1<sup>st</sup>.

Jim Calliguri stated that the warming house is in the most immediate need of completion.

The Park Board stated that the following projects would be good candidates for an Eagle Scout Project: rebuild or repair the archery target frames, plant trees from the City nursery on the archery range berm and along the west side of the archery range, repair and construct more bow stands, paint the inside of the warming house, construct benches for the warming house and finally clean waterways including ponds and creek areas.

Dick and Dave Snyder stated that they believed Tony Beranek would need to make a final presentation to the Park Board before starting any project.

## **5. Youth Ball Field Reservation Policy - Draft**

Planning Director Ondich stated that staff has utilized the Watertown policy as a starting point for a policy while addressing key points of games having a priority over practices, having games which are rescheduled bump practice dates, having a team fee for all youth teams which would be based on the number of times per week they use a field and finally having a no show fee which would help cut down on over scheduling of the fields by teams if they will be penalized for reserving but not using them. He stated that attached to the packet was the draft policy along with a drafted application form.

Maggie Bass asked if individuals would bump team practices.

Planning Director Ondich stated that he did not have an answer and that such details would need to be expanded upon in the policy. He also noted that the document was a first draft which did not adequately cover all situations, but rather was intended to start the discussion. He stated that he did not believe a policy would cover all circumstances that might occur, but that it should address most of the major concerns that have been a problem in the past few years.

Maggie Bass asked if youth teams would have priority over adult teams for field use.

Planning Director Ondich stated that typically only in Memorial Park is there adults and youth using the same fields and that there hasn't been conflict in the past.

Sharon Brown asked if it should be clarified that companies would also be allowed to rent fields for events and to specify that there would be differences between companies located within New Prague and those located outside of New Prague.

Amy Jirik stated that it might be a good idea to ask for a ranking of preferred fields on the application form to help in the case of scheduling conflicts. She asked about the special maintenance of the fields section and noted that it should be noted that mowing might not be done if weather does not permit it. She stated that it should not say "special interest groups" but instead "all users".

Maggie Bass stated that she thought that at least three days notice should be provided for reserving a field instead of one.

Planning Director Ondich stated that he would make the revisions, discuss further with Deb Wegner who handles the reservations in the office and then bring back to the Park Board before sending it out to all the teams for review.

#### **5. Quote for Bench at Yackly Cabin Park and Location**

Planning Director Ondich stated that staff had obtained a quote from Flanagan Sales for a 6' vinyl coated bench for Yackly Cabin Park and that the total cost of the bench will not exceed the budgeted \$500 amount. He stated that he included a color page to indicate the colors we could use for the bench and that it nice to try to use Girl Scout colors. He stated that benches can use a different color for the back, seat and frame.

The Park Board asked about a location where the bench could be placed.

Amy Jirik stated that she thought the bench should be closer to the sidewalk.

Jim Calliguri noted that there are a lot of underground utilities up by the sidewalk which might prevent the placement in that area.

A motion was made by Brown, seconded by Bass to approve the purchase of a green colored 6' bench for Yackly Cabin Park from Flanagan Sales, Inc. in the amount not to exceed \$500.00 to be paid for by the 2011 Park Board Budget, with the location to be determined for its placement. Motion carried (4-0).

#### **6. Quote for six garbage cans for Greenway Trail**

Planning Director Ondich stated that staff obtained a quote from Flanagan Sales (same quote as for the bench) for six vinyl coated metal garbage cans which is the same style we have been purchasing for the parks the past few years. He stated that while we have been using the style with the small opening on the top he would like thoughts on purchasing the larger opening lid. He stated that the garbage cans, including tax and shipping will total \$2,200 which is exactly what was budgeted.

A motion was made by Mahowald, seconded by Brown to approve the purchase of the six garbage cans with the large opening for the greenway trail system from Flanagan Sales, Inc. in the amount of \$2,200 to be paid for by the 2011 Park Board Budget. Motion carried (4-0).

#### **7. Quote for Southside Park Disc Golf Map**

Planning Director Ondich stated that staff had received a quote from Signature Graphics in Jordan for the disc golf course map at Southside Park which was \$345.08 and that \$350 was budgeted for the item.

A motion was made by Brown, seconded by Bass to approve the purchase of the Disc Golf Course Map for Southside Park from Signature Graphics in an amount not to exceed \$350 to be paid for by the 2011 Park Board Budget. Motion carried (4-0).

## 8. Miscellaneous

- a. **Thank You for Memorial Park Planting** – Planning Director Ondich thanked the Park Board members and other volunteers for the planting that they completed on Sunday May 22<sup>nd</sup> in Memorial Park. He stated that some of the “showy white rocks” have been placed back in the park since the planting was completed.
- b. **S.H.I.P. Evaluation Summary** – Planning Director Ondich presented an evaluation summary from the involvement in the Carver/Scott Statewide Health Improvement Program which included the Walkable Community Workshop last fall. He stated that he also attended a final workshop with SHIP staff last week which concludes the program as it was not funded for the coming year by the state. He stated that he believed the City received many benefits from the SHIP program which helped to raise awareness about the benefit of sidewalks and walking trails. He added that the key achievement was the award of a MnDOT Transportation Enhancement Grant for \$230,699 to help pay for a trail and lighting from Philipps Park along the north side of TH19 (Main Street) out to the 1<sup>th</sup> Ave. and TH19 roundabout.
- c. **Bike Rack Eagle Scout Project** – Planning Director Ondich stated that Ben Rousseau’s Eagle Scout Project to construct bike racks for parks was completed earlier in the month and that they were placed out at the parks.
- d. **Library Bike Rack** – Amy Jirik stated that when using the bike rack at the library with a child carrier, the carrier sticks out onto the sidewalk. She asked if it could be moved.

## 9. Adjournment

The meeting was adjourned at 7:34 PM by order of Chair Brown.

Respectfully Submitted,



Ken Ondich  
Planning Director