

Meeting Minutes
New Prague Park Board
Tuesday, March 10th, 2026

1. Call Meeting to Order

The regular meeting was called to order at City Hall at 6:00 PM by Chair Joe Barten.

Members present: Maggie Bass, Christine Wolf, Brian Paulson, Joe Barten, Matt Becka, Shannon Sticha, and Jessica Dohm.

Members absent: None.

Staff present: Community Development Director Ken Ondich, Planner Evan Gariepy, and Public Works Director Matt Rynda.

2. Public Forum

No comments were given.

3. Approval of Regular Agenda

A motion was made by Dohm, seconded by Sticha, to approve the regular agenda. Motion carried (7-0).

4. Approve Previous Meeting Minutes

a. February 10th, 2026, Regular Meeting

A motion was made by Barten, seconded by Dohm, to approve the February 10th, 2026, regular meeting minutes. Motion carried (5-0-2), Bass and Becka abstained.

5. Review Financial Reports

Ondich presented the financial reports as information.

A motion was made by Paulson, seconded by Becka, to approve the financial reports. Motion carried (7-0).

6. Memorial Park Batting Cages

Gariepy presented the information regarding the Memorial Park batting cages donation.

Rynda confirmed that the City will assist with in-kind labor, and that everything else, including maintenance and seasonal set-up, will be done by the Baseball Booster Club.

Barten stated he prefers moving the cages to be in a straight line, even if it means removing two younger trees. Rynda stated that Staff can see if the straight line formation is possible, pending utility locates and the logistics of moving the trees. The Board was in support of this, and indicated that the original proposed layout with the batting cages side-by-side can be done if putting them in a straight line is not possible.

A motion was made by Barten, seconded by Paulson, to recommend that City Council accept the donation from the New Prague Baseball Booster Club for two batting cages to be installed by the New Prague Baseball Booster Club at Memorial Park, with in-kind labor provided by the City, and to convey thanks and appreciation to the New Prague Baseball Booster Club. Motion carried (7-0).

7. Tree City USA and Arbor Day Celebration

Garipey provided the updated tree giveaway information. He stated that all but 4 trees were reserved as of the time of the meeting, and that some people had asked for maple trees but were unable to receive them as all of them were reserved.

Barten stated he was in support of the mailings, and happy with the success of it. He stated that he thinks it should be considered in future years.

Dohm inquired about offering more trees. Paulson stated that the Scott County Soil & Water Conservation District is still offering maple trees for sale. The Board was in support of purchasing and offering more maple trees, with first specifically contacting people who were unable to get requested maple trees.

Rynda stated that Staff will check the budget to see if purchasing more trees would be possible, and if it is, will purchase 25 more maple trees prior to the next Park Board meeting.

8. POPS Programming Discussion and Park Name Discussion

Ondich presented the updated draft RFP for programming for POPS. He stated that it would still need final City Council approval, and that the dates on the RFP would be changed.

Barten suggested adding a statement saying that applicants are encouraged to apply even if they don't completely meet the required criteria. He also suggested requiring advertising for POPS events, potentially in tandem with the City promoting it.

Dohm asked if the RFP states the benefits of the agreement to the potential contractor. Paulson stated that the non-profit could collect an entrance fee, but expressed concern over the City stating they are able to negotiate retaining a percentage of gate fees or concessions. Barten asked if this could be removed, and Dohm stated she supports it if the funds exclusively go back into improving the facility.

Dohm asked if the organizer would be able to advertise that events are presented by them, and Ondich stated they could. Dohm suggested mentioning this in the RFP. She also stated that there could be an issue with every event becoming a paid event, and Barten suggested adding a question of how many would be paid versus free to the required scope of programming.

Dohm asked if the RFP can be amended following getting responses. Ondich stated that it can be revised up to a point if questions are received, or all applications can be denied and the RFP can be put back out.

Barten proposed having the City take a percentage of gate fees but waiving it for the first year. Dohm asked how the City taking a cut of Memorial Park concessions works, and Ondich stated that the City takes a flat fee of \$500 a year and that it's a newer agreement. Barten suggested writing that the City may negotiate a nominal fee, and Dohm reiterated that it should specify that all fees would go back into the facility.

A motion was made by Paulson, seconded by Barten, to pass on the RFP for a non-profit programmer for the POPS facility to City Council for review and approval, with the following changes: specify that applicants are encouraged to apply even if they don't fully meet the criteria, specify that they are allowed to advertise themselves and sponsors, and to remove the sentence stating that the City can take a portion of fees that are charged. Motion passed (7-0).

Ondich presented the park and facility naming policy.

Barten proposed initiating the naming process for POPS and providing updated renderings of how the facility and park may look. He asked if it should be done now or when POPS is further constructed, Becka and Bass expressed support in having it done now.

Gariepy clarified if the donor of the facility can choose the name, and Ondich stated that the park area as a whole will still need a name.

A motion was made by Barten, seconded by Becka, to initiate the naming process for the area known as the City Center site that will be the future home of POPS, with the inclusion of pleasing new images and renders of the area. Motion carried (7-0).

9. Large Assembly Permit – New Prague Chamber of Commerce, Czech out New Prague and the Holiday Parade.

Barten inquired if the large assemblies are the same as past years. Gariepy stated they are.

A motion was made by Dohm, seconded by Sticha, to recommend the approval of the New Prague Chamber of Commerce's large assembly permits for Czech Out New Prague

on 08/06/2026 at Memorial Park and the Holiday Parade on 2/04/2026 at Memorial Park to City Council. Motion passed (7-0).

10. Miscellaneous

- a. **2026 Budget Projects** – Ondich presented the project updates. Barten inquired about local woodworking companies that may be able to make a new sign for Memorial Park, and Dohm suggested checking out Paul Tisdel with Tisdel Woodworks. Paulson suggested checking out Dalton Signs in Shakopee. Paulson asked if the City has a consistent sign format, and Ondich stated they've been following a template, but Memorial Park's current sign is so old it does not match it.

Barten inquired if Pickleball will be accommodated at the concreting of the hockey rink immediately, and Ondich stated they will be installed later. Barten asked if it will always be set up and create issues for other activities, and Rynda stated that they should be easy to move.

- b. **Park Plan Update** – Ondich stated that Staff is continuing to work on background information for the Park Plan.
- c. **Sliding Hill Skating Park Warming House and Skating Rink Count** – Gariepy presented the information regarding the skating rink statistics. Becka inquired about the effect of concreting it, and Rynda stated that paved hockey rinks in other cities are open for around 2 more weeks than non-paved ones. Following up on Barten's question at the prior month meeting, Ondich stated that the warming house attendants aren't expected to plow the rink, but they are encouraged to if there's snow around the boards and they are able to.

11. Adjournment

The meeting was adjourned at 7:04 pm by order of Chair Barten.

Respectfully Submitted,



Evan C. Gariepy
Planner