

**Meeting Minutes  
New Prague Park Board  
Tuesday, January 9, 2024  
6:00 PM**

**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 were Joe Barten, Maggie Bass, Christine Wolf, Matt Becka, and Jessica Dohm. Absent was Al Hansen. Staff present were Ken Ondich – Planning / Community Development Director, and Kyra Chapman – Planner.

**2. Approve Previous Meeting Minutes  
December 12, 2023 Regular Meeting**

A motion was made by Wolf, seconded by Becka, to approve the December 12, 2023, regular meeting minutes. Motion carried (5-0).

**3. Review Financial Reports**

Planning Director Ondich presented the December financial report. No new home permits were issued during the month of December, however, approximately \$8,400 in Park Dedication fees were collected through the Bricks Boatworks plat. The expenses of the Northside Park lighting and court were under budget than expected. The year-to-date Park Equipment Fund report and comparative years will be presented at the next Park Board meeting.

Barten inquired what the incoming \$9,300 Park Property Acquisition Fund in January 2023 was for.

Planning Director Ondich replied that it was for the farm rental annual payment for the future athletic complex land the city owns adjacent to trunk highway 13/21.

A motion was made by Bass, seconded by Dohm, to approve the financial reports. Motion carried (5-0).

**4. Large Assembly Permit: Easter Egg Hunt in Southside Park – 3/30/2024**

Planner Chapman introduced the Large Assembly Permit. Bring on the Light Electric is proposing to host an Easter Egg Hunt in Southside Park on March 30<sup>th</sup>, 2024 from 10:00am – 12:00pm. They anticipate that children ages 0-10 will participate. No live entertainment, fencing, street closures, or alcohol sales are expected. No portable toilets or dumpsters will be provided. The applicant is uncertain how many individuals will participate in the event since this is the first year, they are offering this event.

Jeff and Alex Buresh, applicants and owners of Bring the Light Electric that reside at 705 Main St E, informed the Park Board that they've done a similar event in Belle Plaine last year and wanted to do an Easter Egg Hunt in New Prague to give back to the community.

Barten inquired if a portable restroom will be provided at the event.

Planning Director Ondich believed that there is a portable restroom at Southside Park all year round, but staff will make sure there is one available during the event.

A motion was made by Barten, seconded by Dohm to recommend approval of the Easter Egg Hunt to City Council. Motion carried (5-0).

## **5. Creek Clean Up Discussion**

Planner Chapman introduced the Creek Clean Up event. During the May 2023 Park Board meeting, members recommended that discussions on the Creek Clean Up should begin early in the year to determine a date and help spread the word about the event. Last year, the event occurred on June 10<sup>th</sup> from 8am – 10 am at Greenway Park. In previous discussions, Park Board members recommended doing the creek clean up in the southwest part of town near Trunk Highway 13 and 21 and Philipp's Creek near Casey's. Park Board members also recommended using Sign Up Genius to see what days worked well for everyone to participate. To better advertise the event, it could be featured in the city newsletter, city Facebook page, or the newspaper.

Dohm recommended that the event should be posted on the New Prague Happenings.

Becka suggested that Sign Up Genius should be used to determine the Park Board's availabilities.

Dohm proposed that the event could happen during the first week of May before the vegetation grows out too much. She mentioned that it's difficult to get students involved with volunteer work after April. It would be best to get the school groups involved with the event sooner rather than later.

Barten stated that Lakeville does a Watershed Cleanup around Earth Day. He inquired how the turnout was at New Prague's Creek Clean Up event last year.

Dohm explained that one individual participated besides the Park Board members and family members.

Barten stated that the City will need to get permission from property owners to clean up the creek in the southwest part of town. Under Minnesota's Water Law, if you're in a water basin or watercourse, the State of Minnesota owns the of the land, but the riverbanks or surrounding land is considered the owner's private property. In other words, it would be considered trespassing if the creek clean up occurred in the riverbanks without the owner's permission.

Becka suggested that he could inform teachers of this event. The teachers will be able to inform their students of this opportunity.

Dohm recommended that instead of sending letters or emails to organizations that have currently adopted the park, staff should call them. It would personalize the experience.

Barten stated that he would like to talk to the Rotary and Chart since the creek runs near their property. Perhaps we can get permission to do the creek clean up around there.

Becka asked what kind of trash collects in the creek.

Planning Director Ondich said that a lot of trash and debris from the highway and Casey's dumpster gets into the creek.

Becka proposed that the creek clean up discussion should be a constant agenda item for awhile to determine a specific day. It might be best to have the event in late April or early May. It could tie in with Earth Day and the Tree Giveaway.

Planning Director Ondich mentioned that the SWCD tree pick up is on April 26<sup>th</sup>, 2024.

Barten suggested doing the event around April 20<sup>th</sup> and April 27<sup>th</sup>. Staff can set up Sign Up Genius to determine what days work best with everyone.

Barten also stated that if there are a lot of volunteers that sign up, they could be split into groups and do sections of the creek. If there aren't a lot volunteers, they could clean up Phillips Park's creek. He mentioned that he'd be willing to create a post about the event on New Prague Happenings. It would be beneficial to get most of the details determined by mid-March.

## 6. Miscellaneous

- a. **Ball Team Fees Discussion Update** – Planning Director Ondich explained that the city staff will soon be meeting with the School District regarding the City's proposed fees for Memorial Park Baseball Stadium. Legion and Orioles have shown no opposition with proposed price increases. There is a \$500 lease fee for renting the concession area at the stadium rather than doing 10% of their sales. After this first year, staff will have a better idea of what to charge for the leasing of the concession stand.
- b. **2024 Budget Update** – Planning Director Ondich stated that the 2024 Budget is approved and attached to the January 2024 Park Board packet.
- c. **POPS Update**– Planner Chapman stated that more than \$825,000 in three-year pledges have been garnered for the POPS building project. Over 80 entities have helped contribute to this project. At the October 2023 POPS Gala, there were 250

attendees, 50 silent auction items, and an SUV giveaway. Soon the POPS app will be released, providing discounts to several local businesses such as New Prague Golf Club, Downtown Sound, and El Tequila.

Planning Director Ondich added that the City received two small area plan proposals for the City Center area. One proposal was from MSA, our Comprehensive Plan consultant, and the other proposal was from SEH, our City Engineer's firm. Both proposals had similar scopes of work but there was a \$15,000 price difference between the consultants. Ultimately, staff will recommend MSA to the City Council due to their cheaper estimate. Staff have had internal discussions regarding the purchasing of the properties near the railroad at the City Center site. The City may need to look into some grant for property acquisition and demolition. Whether the POPS facility will be located at the City Center or not, something will need to happen at the location.

- d. Disc Golf Course Update** – Planner Chapman explained that after the previous Park Board meeting, staff determined that it would be best not to rearrange the western section of the disc golf course, because it would make the course more cluttered and reduce the drive lengths. Staff intend to add more baskets to the eastern section of the park near the parking lot. In the grant application, we requested two extra baskets and will utilize the existing practice basket, creating a 12-hole disc golf course. According to the Professional Disc Golf Association, most courses are either 9 or 18-hole courses, but there are some courses that are 12, 24, or 27 hole courses. As a general guideline in disc golf, the total hole count should be divisible by 3. Having a 12-hole disc golf course would provide people an opportunity to skip the three baskets in the wet sections of the park.
- e. Dog Park T-Mobile Grant Update** – Planning Chapman informed the Park Board that the application for the T-Mobile Hometown Grant was submitted on 1/2/2024. The T-Mobile Hometown Grant funds projects that encourage local connections in communities that have populations of less than 50,000 people. In mid-February 2024, the city will be informed of its grant status. Each quarter deadline, 25 communities are awarded grant funds. If the City is unsuccessful in acquiring funds, the City may apply again in the spring and summer.

Barten asked if the City requested the \$50,000 maximum.

Planner Chapman stated that the City requested slightly under the maximum for about \$49,000.

- f. Comprehensive Plan Update** – Planning Director Ondich stated that the information that was presented at the Comprehensive Plan's open house can be found on the website at [www.new-pragueplan.com](http://www.new-pragueplan.com). The land use map and mobility map are attached to the January Park Board packet.

Barten inquired when the next Steering Committee would be.

Planning Director Ondich stated that the next Steering Committee meeting will likely occur at the end of January.

## **7. Adjournment**

The meeting was adjourned at 6:42 PM by order of Chair Barten.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kyra J. Chapman". The signature is written in a cursive, flowing style.

Kyra J. Chapman  
Planner