

**Meeting Minutes
New Prague Park Board
Tuesday, April 8, 2025
6:00 PM**

1. Call Meeting to Order

The regular meeting was called to order at City Hall at 6:03 PM by Vice Chair Matt Becka. Members present were Christine Wolf, Jessica Dohm, Shannon Sticha, and Youth Representative Jacob Bisek. Absent was Debra Tharaldson, and Joe Barten. Staff present were Ken Ondich – Planning / Community Development Director, and Kyra Chapman – Planner.

**2. Approve Previous Meeting Minutes
February 11, 2025 Regular Meeting**

A motion was made by Dohm, seconded by Becka, to approve the February 11th, 2025, regular meeting minutes. Sticha abstained. Motion carried (3-0-1).

March 11, 2025 Regular Meeting

A motion was made by Wolf, seconded by Dohm, to approve the March 11th, 2025, regular meeting minutes. Dohm abstained. Motion carried (3-0-1).

3. Review Financial Reports

The financial report was reviewed as information only.

Maggie Bass arrived at 6:05pm.

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

4. Public Invited to Be Heard on Matters Not on the Agenda

No comments were given.

5. Large Assembly Permit: New Prague Arts Foundation – Summer Concert Series

Planner Chapman introduced the large assembly permit request from the New Prague Arts Foundation to host a summer concert series in Memorial Park. Last year, the Park Board approved New Prague Area Arts Council's (NPAAC) summer concert series. Recently, staff was informed that NPAAC would like to cancel all approved dates except for August 7th (Czech Out New Prague). New Prague Arts Foundation would like to host a "Music at Memorial" Summer Concert Series on that days that were canceled. The concert would take place on June 11th, 18th, 25th and July 2nd, 9th, and 23rd. Overall, the event would largely be the same but under a different organization name.

A motion was made by Dohm, seconded by Sticha to recommend approval to the city council for the Summer Concert Series with staff's recommended conditions below:

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 1pm to 10pm on June 11th, June 18th, June 25th, July 2nd, July 9th, and July 23rd.
3. New Prague Arts Foundation shall provide notification of the event and associated activities to residential properties adjacent to Memorial Park at least one week prior to the event.
4. 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.
5. New Prague Arts Foundation shall provide for their own set up of the stage, crowd control and parking attendance.
6. Live or recorded music must cease at 10pm or earlier.

Motion carried (5-0).

6. Park Plan Survey

Planner Chapman introduced the revised Park Master Plan and added questions.

Dohm suggested that question F should be open ended and have an option for other and to specify. She also suggested that question D be re-worded. Question D seems like a yes or no question and has overlap with question C. Question B could be rephrased to "trail preference" and individuals could choose top three. There could be a question on specific types of trails such as mountain bike trails or cross-country trails. Other questions may include "what improvements could be made to existing parks/activities" or "what is favorite aspect of that park?"

7. Fitness Court from the National Fitness Campaign BCBS

Planner Chapman introduced the Fitness Court from the National Fitness Campaign BCBS. The National Fitness Campaign offers two courts: Base Level Fitness Court and Fitness Court Studio. The base level fitness court is 38' x 38' with 7 key movements, which consist of core, squat, push, lunge, pull, agility, and bend. Currently, there are

fitness courts in Shakopee, Willmar, Moose Lake Township, and at the University of Minnesota-Twin Cities Campus. The Fitness Court Studio is a large 38' x 38' multi-functional open-floor zone, where individuals may use it for group led yoga, dance, or cardio classes. The National Fitness Campaign BCBS is offering grant funding to 10 communities in Minnesota. So far, about 4-5 communities have received grant funding. If New Prague were selected, we could receive \$30,000-\$60,000 in funding, therefore, the overall cost would be \$173,500 for the fitness court or \$236,000 for the fitness court + fitness court studio. Staff have been in close communication with a representative from the National Fitness Campaign and discovered that having a court at Sliding Hill Skate Park near the warming house and the crescent shape would rank well due to high traffic volume, cell-phone usage, and connectivity to trails in the area.

Planner Chapman played the three-minute NFC Campaign Video.

Dohm stated that a barrier to the facility is knowing how to utilize it. A community ambassador would be needed for the facility such as through the School District, Mayo, or Community Education. It seems to be geared more towards individuals who are self-motivated.

Bass said that the fitness course can be as easy or difficult as you want.

Sticha suggested that it could be an extension of Fitness and Aquatics Center.

Dohm proposed that the city could speak with the school's sports director to see if the school district would utilize the course for sports teams. Example pictures could be added to the Park Plan Survey. She inquired where the city could receive grant funds.

Planning/Community Development Director Ondich replied that there may be funding options through the DNR or other local organizations. The Park Equipment fund currently has \$345,000 for buying land or amenity improvements.

8. POPS Land Improvement Funds Request

Planning/Community Development Director Ondich stated that the Braun Intertec identified poor soils at the vacant former creamery property where the POPS facility is anticipated to be constructed. Forward New Prague Foundation is requesting that the City donate \$100,000+ to make the site buildable for the POPS facility. It was known before that the site would have poor soils and provided old soil boring results. It is unknown how much the soil corrections would cost but it would either require helical piers or a cut and fill operation. Helical piers would be more costly, but it would take less time for the POPS facility to be built. If a cut and fill operation were decided, it would take a year to settle.

Dohm inquired how much money the City had in the Park Board Land Acquisition Fund.

Planning/Community Development Director Ondich explained that there is about \$216,000 in the Land Acquisition Fund. The POPS facility could potentially be relocated to Sliding Hill Skate Park or Memorial Park, but soil borings were never done at those sites. There could possibly be soil issues at those locations as well. POPS may potentially look at those locations due to the high cost of soil corrections at the vacant creamery site.

Bass thought that the vacant former creamery lot is a good site for the POPS facility. Sliding Hill Skate Park is further away from the hear of the City and very windy. Memorial Park would require the removal of trees.

Dohm would feel comfortable donating some funds but not all or an unlimited amount. POPS is important to the community. She would rather utilize the Park Acquisition Fund than Park Equipment Fund.

Planning/Community Development Director Ondich explained that the City doesn't know how much the soil corrections will cost until they open up the ground. Forward New Prague Foundation is requesting \$100,000+ from the City Council.

A motion was made by Dohm, seconded by Wolf to allow a maximum of \$100,000 from the Park Acquisition Fund to cover the reimbursement for the soil corrections provided that the POPS facility is completed with documentation proving this and to only used to cover soil correction fees.

Motion carried (5-0).

9. Miscellaneous

- a. Field Rental Fees**— Planning/Community Development Director Ondich stated that at the previous Park Board meeting, the Park Board recommended researching lacrosse and soccer fees for field use. Several communities have higher fees and have fields labeled as “rectangular” and “diamond fields”. The City currently does not have dedicated soccer/lacrosse fields. Staff do not recommend a different field fee until there are a variety of field types available. There was discussion about using baseball fields for soccer and striping lines. However, staff are concerned that this may cause an issue for soccer/lacrosse during baseball season when baseball games are played and generally in demand for all sports during the same time period in the summer where scheduling could be difficult if priority is not given to ball teams, which the fields were designed.

Dohm asked who was requesting the field use.

Planning/Community Development Director Ondich stated that it was a private youth club, who would utilize it for practices and games.

Becka stated that teams could use the fields at the Community Baptist Church. The striping at Settlers Park would lose sight for the rules of baseball and soccer. Scheduling would become a big issue.

Planning/Community Development Director Ondich said that the space between the two baseball fields at Settlers Park is graded but it was never meant to be formally use as a soccer field.

Becka suggested that it could be a lottery style for the use of open spaces, allowing everyone a fair opportunity.

b. POPS Update – The POPS update was reviewed as information only.

8. Adjournment

The meeting was adjourned at 7:40 PM by order of Vice Chair Becka.

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