

**CITY OF HANOVER
PARK BOARD MEETING
MAY 26, 2015**

CHAIR

DEE ZAJICEK

BOARD MEMBERS

TOM GLEASON

ABBY PETERSON

ARLEE ANDERSON

VICE CHAIR

MATHEW BOIE

COUNCIL LIAISON

JIM ZAJICEK

- 1. Call to Order and Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Approval of Minutes from April 28th Meeting**
- 4. Open Forum – 7:30 p.m. Linda Eckard would like to speak to the board regarding a project for one of the parks.**
- 5. Unfinished Business**
 - a. Athletic Association**
 - b. Parks Discussion – Set park priorities**
 - c. Concert in the Park update 6/18/15**
- 6. New Business**
 - a. FYCC Reading in the Park – Volunteer reading list**
- 7. Reports and announcements**
 - a. Park Board Reports**
 - b. Liaison Report**
 - c. Staff Reports**
- 8. Adjournment**

**CITY OF HANOVER
PARK BOARD MEETING
April 28, 2015 – DRAFT MINUTES**

Call to Order and Pledge of Allegiance

The Park Board Meeting of Tuesday, April 28, 2015 was called to order at 6:00 pm by Chair Dee Zajicek. Park Board members present were Chair Dee Zajicek, Arlee Anderson, Mathew Boie, Tom Gleason, Abby Peterson and City Council Liaison Jim Zajicek. Also present was City Administrator Brian Hagen, Receptionist/Accounting Clerk Nancy Schmitz and joining the group, Public Works Supervisor Scott Vogel.

Park Walk-Through: The Park Board members departed City Hall to go on their annual walk-through of parks; Mallards Landing, Pheasant Run Park, Bridgeview Park, Eagle View Park, Cardinal Circle Park, Settlers Park, and Memorial Garden Park. The regular Park Board meeting will resume after the walk-through.

Park Board Meeting Continuation: Members returned to City Hall and reconvened the regular Park Board meeting at 8:03 pm after assessing the parks. Chair Zajicek suggested all members write down their assessments of the parks' and e-mail their notes to Schmitz for compilation.

Chair Zajicek asked members to make a motion as to where the lion head fountain was to be placed. **MOTION** by Anderson to place the Lion Head drinking fountain in Settler's Park at the proposed site south of the bathrooms. Seconded by Gleason. **Motion carried unanimously.**

Approval of Agenda:

MOTION by Peterson to approve the Agenda as presented. Seconded by Gleason. **Motion carried unanimously.**

Approval of Minutes from March 24, 2015 Meeting

MOTION by Gleason to approve the minutes from March 24, 2015, as amended. Seconded by Peterson. **Motion carried unanimously.**

Open Forum:

No one was present to address the Park Board.

Unfinished Business:

Summer Events:

Easter Egg Hunt: Gleason stated he thought the event went really well and members were in agreement. Discussion took place as to what worked and what could be improved upon for next year. Gleason suggested using a megaphone so attendees would be able to clearly hear the instructions. Peterson suggested having more volunteers at the event to hand out instructions in the parking lot prior to the hunt. Members also agreed there should be an announcement made to parents reminding them to let the children pick up their own eggs in order to give all ages of children a fair advantage. Peterson also praised Chair Zajicek for having donuts at the event and a short discussion took place about coffee and donuts. Peterson stated she had sent a hand written thank you to Marketplace in St. Michael for items they had donated to the event. Schmitz explained that monetary donations made to the City of Hanover will be receiving a formal thank you letter from the City and Park Board. She continued, if non-monetary gifts were donated, members could send a thank you card to them as well. The board will send a thank you to the following businesses who donated items or money: Maverick Construction, Comfort Matters, Walgreen's, CVS, DQ, Miller Trucking, Tom Thumb, Marketplace, Hanover Wine & Spirits, and Brownlee Massage. Liaison Zajicek reported he had purchased a large amount of eggs at the Super Target in Chaska marked down to 90% off and was able to purchase 2,500 plastic eggs for next years' event. In

addition, he received a donation from Cub Foods in Chanhassen of 10 boxes of miscellaneous items such as Easter baskets, stuffed animals, ceramic bunny cups, egg coloring packets and other items. He asked members to help store the merchandise. Liaison Zajicek noted he will be sending Cub Foods in Chanhassen a thank you card.

Concert in the Park: Peterson stated everything is in place for the concert. Mark Miller will be bringing over a trailer to be used as a stage for the band's performance. Boie volunteered to head up advertising for the event.

Band shell: Liaison Zajicek reported he had spoken with someone named Brian from the Buffalo Menards about design ideas, adding he had also spoken with Stan Kolasa about asking for bids on the project. Kolasa told him unless it is over a certain dollar amount, the Park Board would not need to go out for bids. Schmitz will report the answer to the board as to what the specific dollar amount is.

Tennis Courts – A short discussion took place about tennis courts with the consensus from some members that the subject has been discussed many times with no results of plans or findings. Members would like to collect enough information to either move forward with the discussion or drop the subject. Gleason suggested talking to Gary at the Buffalo School District Office. Specifically, members would like to find out if the school is willing to pay for half of the initial cost of tennis courts and half of any ongoing maintenance costs. Peterson suggested calling different cities with tennis courts to inquire about cost, maintenance, etc. Chair Zajicek and Peterson were concerned about a budget shortfall for park maintenance and improvements if the tennis courts would come to fruition.

MOTION by Peterson to Appoint Gleason and Chair Zajicek to follow up on the tennis court discussion with the Buffalo District Office and report back to the board. **Motion carried unanimously.**

New Business:

Spring Walk-Through – See Park Board Meeting Continuation.

Park Board Budget: Members discussed the year to date Park Board budget for 2015. Schmitz reported the Buffalo School District will no longer be funding 50% of the FYCC Summer program costs. She reported that the City had received an invoice from FYCC for \$6,080 and that the City will now be funding 100% of the 8 week program which runs through the summer. Members were again concerned about being able to afford the upkeep of the City Parks. Schmitz explained the fundamentals of starting a Capital Improvement Plan for the City Parks if that was a route the Park Board would like to implement.

Invite Stan Kolasa to talk about ball fields: Gleason volunteered to speak with Athletic Association member Stan Kolasa to talk about ball fields. Liaison Zajicek gave a short update from previous discussions held at City Council meetings about the 10 acres of city owned land and various ideas for the property including the possibility of building ball fields on a portion of the land. Chair Zajicek reminded Liaison Zajicek it was her understanding that the City would like the Park Board to be more involved in communicating with the Athletic Association to discern common goals. Chair Zajicek stated that she will contact Mr. Kolasa to find out how the Park Board can partner with the Athletic Association.

Reports:

Peterson: Stated that after the Park assessments, she believes Public Works Supervisor, Scott Vogel is doing a marvelous job at maintaining the city parks. Members were in agreement that a thank you should be sent to both Mr. Vogel and Mr. Doboszanski for doing such a wonderful job.

Anderson: Reported on 8th Street and River Road, there is a dead tree next to the berm that should be taken care of.

Gleason: Stated he would like to see two additional garbage cans placed along the walking path of River Road.

Boie: Informed the members he was in the process of talking to the City of St. Michael to find out the details of a trail dedication along County Road 34. He believes there may be a Beebe Lake family bike ride on the trail taking place in June or July.

Liaison Report: No Report

Staff Report:

Schmitz added to Boie's report that the City has also received information of a Beebe Lake Trail Park dedication ceremony with St. Michael and the possibility of a photo opportunity although no details have been received. She added that when more information is available, staff will pass the specifics on to Park Board members.

Schmitz informed the group that the Hanover Lions have offered to pay for the cement pad that the Lion Head drinking fountain will be placed upon.

Schmitz also reported the FYCC will be beginning their summer Reading in the Park Program starting June 11th and running through July 30th. Readings take place in Settler's Park every Thursday at 9:30 a.m. Chair Zajicek will be putting together a list of readers.

Adjournment:

MOTION to adjourn by Gleason, seconded by Peterson. **Motion carried unanimously.** Meeting adjourned at 8:43 pm.

ATTEST:

Nancy Schmitz
Receptionist / Accounting Clerk