

**CITY OF HANOVER
PARK BOARD MEETING
July 28th, 2015 – OFFICIAL MINUTES**

Call to Order and Pledge of Allegiance: 7:00 p.m.

The Regular Park Board Meeting of Tuesday, July 28th, 2015 was called to order at 7:02 pm by Chair Dee Zajicek. Park Board members present were Mathew Boie, Tom Gleason, Abby Peterson, Dee Zajicek, and City Council Liaison Jim Zajicek. Also present were Administrative Assistant Amy Biren and Accountant/Deputy Clerk Elizabeth Lindrud. Arlee Anderson was absent.

Approval of Agenda:

Dawn Spraugel was moved from New Business to Open Forum.

MOTION by Peterson to approve the Agenda with Dawn Spraugel moving to Open Forum. Seconded by Boie. **Motion carried unanimously. Anderson Absent.**

Approval of Minutes from June 23rd, 2015 Meeting

MOTION by Gleason to approve the minutes from June 23rd, 2015, as presented. Seconded by Peterson. Minutes were approved with no changes. **Motion carried unanimously. Anderson Absent.**

Open Forum:

Dawn Spraugel wanted to thank the Park Board for their support with Reading in the Park. Related to that program she would like the Board to consider installing Free Little Library in the parks or along the trails. Spraugel had noticed that the kids would exchange books they have read with each other during Reading in the Park. Spraugel handed out information on the libraries to the Board Members.

Bob Hegland stated he would be able and willing to build the libraries for free. Peterson stated the Lions wanted to donate to the park, and that they might be willing to donate towards the libraries.

Dee Zajicek inquired how the libraries would be monitored, Spraugel stated she would check the library and that she thought St. Michael covers/closes their Little Library in the winter months. She didn't feel there was a risk for vandalism. She also agreed to take the lead for this project.

Biren stated that there could be zoning requirements as to height and distance away from streets.

The Park Board and Spraugel agreed that Spraugel should bring the Free Little Library before the City Council for approval and zoning requirements.

Unfinished Business:

Band Shell: Bob Hegland – Hegland would like to offer his help for ideas and building of the band shell. The Board wanted to make it clear that this does not imply a contract for the project and that the band shell will need to go through the bidding process. Hegland said he did understand that, but was willing to help with any questions.

Peterson asked if an architect would need to be hired, Hegland stated that the building engineer will review the plans when the permit is submitted. The Board should not need to hire an architect to draw up plans. Jim Zajicek gave Hegland the revised band shell plans and stated the changes were due to the space the band shell would be built. The Board did not want to take up the green space. Hegland suggested building to accommodate a retractable screen for Movie in the Park. He also stated that the current roof plans would increase the costs by around 30% and that the Board should consider changing the roof to a simple roof design instead of a step design. Jim Zajicek also stated that they needed to incorporate airflow through the structure. Hegland stated that would be possible with windows.

Hegland also mentioned asking if local contractors would donate material to build the band shell to help reduce costs.

Dee Zajicek asked if Helgand would give them a quote to create a new band shell drawing, bearing in mind the actual project would still need to go through a formal bidding process. She stated he could get back to her with a number and then they could present to the City Council for approval.

Movie in the Park 08/22/15 – Biren stated the movie, Big Hero 6, has already been ordered and some promotional materials have been supplied with the purchase of the movie. Biren stated the company provided templates for Flyers, table tent displays, and small handouts. Biren also stated they should call the newspaper to advertise, the Crow River News will advertise for free. They can also advertise on the City Facebook and website. Dee Zajicek suggested putting up tag board signs along some of the major roads.

Boie will contact Mary Brown about selling popcorn and soda again this year. If Mary is unable to, Dee Zajicek offered to organize the popcorn and soda.

New Business:

Concert in Park – The White Sidewalls have their contract for next year, they will keep the price at \$1600.00 if the Board books them now. The Board discussed changing the date, but decided to keep it the same.

Communicating the Park Board's Mission – Dee Zajicek stated many residents approach Park Board members with questions on what the purpose of the Park Dedication Fees are used for. She would like to create a standard response so the Board is consistent. The fees are to be used for the City Parks as a whole, not just towards one specific neighborhood park. In addition, the Board will specify that their role is to field suggestions/issues from the residents and then pass them on to the City Council. Biren included an overview of how the Park Dedication Fees are to be used, they are to be used for acquisition or development of new Parks, and these fees are not to be used for maintenance.

Reports and announcements

Gleason

- The Zoomobile had over 200 people attend and he will send pictures to Biren/Lindrud to use in the next newsletter. He stated it was nice to see so many Board members in attendance.
- Questioned if the Lion head water fountain would be installed by Harvest Festival. Biren stated no, the manufacturer had production delays. She stated it should be ready around the same time as the opening of the County Rd. 19 trail and the Historic Bridge Dedication.
- August 29th the River Inn is hosting a pancake breakfast for the Buffalo High School Football Team.
- Gathered some estimates for tennis court costs.
 - \$60,000 for a 20 by 120 (2 courts) for asphalt
 - \$10,000 to paint (would last for 7-10 years)
 - \$2,500 for posts

Peterson

- Concert in the Park was well attended.

Boie

- Inquired on the date for the trail opening ceremony, Biren stated there isn't one yet, but the City will be setting one.

Biren

- Will contact Boie when the movie comes in for Movie In the Park

Dee Zajicek

- Burschville Construction mentioned that they were having issues with people parking and cutting through their property to get to the baseball field, they are worried about injuries, since the landscape is uneven and

dangerous. Biren stated that the City was aware and no trespassing signs have now been posted. She stated that the activity has stopped since receiving those calls. Zajicek stated that some residents can't get to the baseball fields due to disability and can a trail be added. Biren stated that Public Works is looking at the grounds to see what can be done. She also added that the Board could bring it up at the next Hanover Athletic Association meeting, since Youth Ball will also be attending to discuss changes/improvements to the baseball fields.

- Hanover Harvest Festival is still in need of volunteers.

Adjournment

MOTION by Gleason to adjourn and seconded by Boie. **Motion carried unanimously. Anderson Absent.** Meeting adjourned at 8:37 pm.

ATTEST: _____
Elizabeth Lindrud, Accountant/Deputy Clerk