

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, MARCH 17, 2016
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioners Dennis Melgaard; Sadie Miller; and Chair Mike Sutton. Also present was Assistant City Administrator Mark Nagel and Administrative Assistant Stephanie Schultz.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 4:03 PM by Chair Mike Sutton in Conference Room A at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said that there were no additions to the February 8, 2016 Agenda. Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the March 17, 2016 Agenda was unanimously approved by voice vote.

APPROVAL OF MINUTES OF FEBRUARY 9, 2016 PARKS COMMISSION MEETING:

Upon motion by Commissioner Melgaard, seconded by Chair Sutton, the Meeting Minutes of February 9, 2016 were unanimously approved for submission to City Council, as presented, by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel introduced Administrative Assistant, Stephanie Schultz, to the Commissioners. Mr. Nagel, along with the Parks Commissioners, thanked Ms. Schultz for her hard work in updating the website; taking registrations; and answering questions about recreation events.

Mr. Nagel presented a request from the Elko Express for constructing a baseball field at Windrose Park. He noted that the request was to place the ball diamond between the two playground structures, so that spectators could sit on the hill to watch games. Mr. Nagel also noted that he has received e-mails requesting that a shelter like the one at Wagner Park be constructed there as well. He noted that the uses were in the Parks section of the Comprehensive Plan and he did not have information on costs to construct either the field or shelter at this time. There was much discussion on the pros and cons of both by the Parks Commission. Mr. Nagel was directed to provide additional information and options at a future Parks Commission meeting.

UPDATES:

Mr. Nagel reviewed the February 25, 2016 ENM Parks Commission Update, which contained 21 items, with the Commissioners. He said that the Twins Clinic will be back at Fredrickson Field on Saturday, July 23rd. Also, over 110 people attended the U of M Raptor Center event at the Library as part of the “March Madness” series of events. Finally, he noted that there are 3 5K races being planned in the City this Summer and Fall that he will be working on with local charities.

Chair Sutton reported on the New Prague Community Ed Advisory Commission Meeting held on Thursday, March 3rd.

Chair Sutton reported that the CCEC will be holding their Annual Egg Hunt on Saturday, March 19th beginning at 10 A.M. at EagleView Elementary School.

OLD/NEW BUSINESS:

Mr. Nagel reviewed the Final Draft of the new Park and Trail Map for the website upgrade with Parks Commissioners. There were no revisions. Upon motion by Commissioner Miller, seconded by Chair Sutton, the Parks Commission unanimously approved the final draft of the new City Park and Trail Map for the website upgrade.

Mr. Nagel presented 3 Concept Layouts and Costs for Re-Purposing Rowena Pond Park to include a hockey rink and basketball court, while

preserving the T-Ball field and play structures. He said that there was not much difference in the costs of any of the 3 Concepts – all would be approximately \$300,000 to do. Parks Commissioners reviewed the costs noted that the cost estimates needed to be more specific; that the project should be constructed in phases; and that the existing Parks CIP needed to be reviewed. Consensus of the Parks Commission was to provide more specific information for each of the 3 Concepts for a future Parks Commission Agenda for further discussion.

Mr. Nagel reviewed the Invoice from EPA Audio Visual, Inc. for \$430.92 for a movie screen. He said the bill was correct and that it would be paid out of 2016 funds from the Repairs and Maintenance expenses line-item. On motion by Chair Sutton, seconded by Commissioner Miller, the Parks Commission unanimously approved payment of the Invoice of \$430.92 purchasing an 84” X 84” movie screen for the Library Community Room.

Mr. Nagel presented the Invoice from Hapco for the Hockey Rink light brackets for \$920.00. The cost, he said, will be paid out of Capital Outlay for 2015. Upon motion by Commissioner Melgaard, seconded by Chair Sutton, the Parks Commission unanimously approved the Invoice for light brackets the Hockey Rink from Hapco for \$920.00.

Mr. Nagel said that the final bill for the Hockey lights was from Novak companies for light post covers for \$279.18. Again, he noted that the costs would be covered by 2015 Capital Outlay funds. Upon Motion by Commissioner Miller, seconded by, Commissioner Melgaard, the Parks Commission unanimously approved the Invoice from Novak for \$279.18 for light post covers for the Hockey lights.

OTHER BUSINESS:

Mr. Nagel said that there was no Other Business to come before the Parks Commission for the February meeting.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, April 12, 2016 at 4:00 PM at ENM Area Hall.

PARK COMMISSIONER COMMENTS:

Chair Sutton said that the CCEC had requested that the Parks Commission look into sponsoring and event during Fire Rescue days at Wagner Park. Ideas suggested by Commissioners included using the 3 Rivers Parks District Climbing Wall and a SkateBoard Demonstration by 3rd Lair. Mr. Nagel will find more information on both and report on his findings at a future Parks Commission meeting.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the meeting was adjourned by voice vote at 5:17 PM.

**Respectfully Submitted,
Mark Nagel, Assistant City Administrator**