

**ELKO NEW MARKET PARKS COMMISSION  
TUESDAY, APRIL 12, 2016  
REGULAR MEETING MINUTES**

**PRESENT:**

**Present at Roll Call were Chair Mike Sutton and Commissioner Sadie Miller. Also present was Assistant City Administrator Mark Nagel and Mayor Bob Crawford.**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**The meeting was called to order at 4:05 PM by Chair Mike Sutton in Conference Room B at Elko New Market City Hall, 601 Main Street.**

**APPROVE AGENDA:**

**Mr. Nagel said that there were no additions to the April 12, 2016 Agenda. It was noted that since there was no quorum of the Parks Commission that no official action could be taken on many of the Agenda items.**

**APPROVAL OF MINUTES OF MARCH 17, 2016 PARKS COMMISSION MEETING:**

**Due to the lack of a quorum, this item will considered at the May 10, 2016 Parks Commission Meeting.**

**PETITIONS, REQUESTS, AND COMMUNICATIONS:**

**Mr. Nagel presented an article from Public Works Magazine on Public Tree Programs and noted that Elko New Market would need to budget about \$9,000 a year to qualify as a “Tree City USA”. This would be the benchmark for the city to have an ongoing program for maintaining and planting trees in City parks. He said that he would add this as a discussion item at future Parks Commission meeting.**

**Mr. Nagel presented the Spring Newsletter from New Prague Community Ed, which features programs at EagleView Elementary School, such as EXTREME Lego, Chess, Pop Art, Kid Zumba, and a Home Alone Safety Session for children 8 to 11 years old.**

## **UPDATES:**

**Mr. Nagel reviewed the March 29, 2016 ENM Parks Commission Update, which contained 17 items, with the Commissioners. He said that the Twins Clinic will be back at Fredrickson Field on Saturday, July 23<sup>rd</sup>. Also, about 70 people attended the Minnesota Zoomobile event at the Library, which was the last of the “March Madness” series of events. Finally, he noted that the next Three Rivers Park District event will be “Survival Skills” on Sunday, April 17<sup>th</sup> from 1 PM to 4 PM at Windrose Park – it is “full” with 25 registrants !**

**Chair Sutton reported that the CCEC is focusing on Fire Rescue Days in June and that he will have more information at the May meeting.**

## **OLD/NEW BUSINESS:**

**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. In response to Parks Commissioners’ comments at the March meeting, Mr. Nagel reviewed the costs; possible phasing; and the existing Parks CIP with Bolton-Menk, Inc. and that he would have more information at the May meeting.**

**Mr. Nagel reviewed the request by the Elko Express Baseball Team to locate a ball diamond between the two playground structures at Windrose Park, so that spectators could sit on the hill to watch games. Mr. Nagel. As per the request of the Parks Commission at the March meeting, he presented a conceptual drawing of whether or not a ballfield could fit at Windrose Park at the desired location. Commissioners commented that while the diamond could be accommodated, there was the risk of foul balls hitting both play structures. It was also observed that you could not have a baseball**

game at the same time as a Flag Football game or a Lacrosse game. Commissioners suggested looking at putting the field in the southeast corner of Windrose Park. Mr. Nagel said that he was waiting for cost estimates for the ballfield, so he will bring the item back for more discussion at the May Parks Commission meeting. No further action was taken.

Mr. Nagel reported that a total of 257 people attended the “March Madness” events which double the attendance from 2014. He said that the 2 most well attended events were the Raptor Center and Minnesota Zoomobile, while attendance for the 3 movies averaged the same 26 as in 2014. Moving the start time back to 6 PM seemed to work well, but it may be that it would be better to offer special programs, like the Raptor Center and Zoomobile, rather than have movies. No further action was taken on this item.

Mr. Nagel said that he had received checks totaling \$1,430 from resident Shari Luebbert for another bench swing for Wagner Park. He said that he was working with Ms. Luebbert to set up a presentation of the donation to the Parks Commission at a future Parks Commission Meeting. No further action was taken.

Mr. Nagel said that even though there was not a quorum that he felt the Parks Commissioners could take action on the bills, since they were budgeted items and that final approval rested with the City Council on all City expenditures. He said that his main purpose in presenting these bills was to insure that Parks Commissioners saw them before they were approved.

Mr. Nagel reviewed the Invoice from Jessica Davidson for \$53.66 for the movies for “March Madness”. He said the bill was correct and that it would be paid out of 2016 funds from the Recreation Program expenses line-item. On motion by Chair Sutton, seconded by Commissioner Miller, the Parks Commission unanimously approved payment of the Invoice of \$53.66 for the movies for “March Madness” events.

Mr. Nagel presented the Invoice from Lakeville Community Ed for the Spring/Summer, 2016 catalogue for residents on the New Market side of the City for \$254.00. The cost, he said, will be paid out of the Recreation Program Expenses line-item for 2016. Upon motion by

**Commissioner Miller, seconded by Chair Sutton, the Parks Commission unanimously approved the Invoice from Lakeville Community Ed for the Spring/Summer, 2016 catalogues for \$254.00.**

**Mr. Nagel said that the final bill was for the Portable Restrooms monthly rental for February, 2016 was from Schlomka's Portable Restrooms for \$363.23. He noted that the costs would be covered in the Portable Bathrooms line-item in the 2016 Parks Commission budget, Upon Motion by Commissioner Miller, seconded by, Chair Sutton, the Parks Commission unanimously approved the Invoice from Schlomka's Portable Restrooms for \$364.23 for the rental of portable restrooms for the month of February, 2016.**

### **OTHER BUSINESS:**

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

### **NEXT MEETING:**

**The next meeting of the ENM Parks Commission was set for Tuesday, May 10, 2016 at 4:00 PM at ENM Area Hall.**

### **PARK COMMISSIONER COMMENTS:**

**Parks Commissioners would like to add the Boulder Heights Plat Update to the May Agenda.**

### **ADJOURNMENT:**

**There being no further business to come before the Parks Commission, upon motion by Commissioner Miller, seconded by Chair Sutton, the meeting was adjourned by voice vote at 4:57 PM.**

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

