

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, MAY 13, 2014
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioners Sadie Miller; Eve Zahratka; and Emily Dornseif and Chair Mike Sutton. Also present was Assistant City Administrator Mark Nagel.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/OATH OF OFFICE:

The meeting was called to order at 4:02 PM in Elko New Market Area Hall, Conference B.

APPROVE AGENDA:

Mr. Nagel said that there were no additions to the Agenda for the May 13, 2014 Meeting. Upon motion by Commissioner Zahratka, seconded by Commissioner Miller, the May 13, 2014 Agenda was unanimously approved by voice vote.

APPROVAL OF MINUTES OF APRIL 8, 2014 PARKS COMMISSION MEETING:

Upon motion by Chair Sutton, seconded by Commissioner Zaharatka, the meeting minutes of April 8, 2014 were unanimously approved, as presented, by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel said that there were no Petitions, Requests, or Communications for the May 13th Meeting.

UPDATES:

Mr. Nagel reviewed the April 30, 2014 ENM Parks Commission Update, which contained 18 items, with the Commissioners. He noted that the new grindrail and grindbox for the SkatePark had been received on May 12th for installation in time for opening of the SkatePark on May 27th.

Mr. Nagel also reviewed the results of the April 10th and April 24th City Council meetings with the Commissioners. He said that Parks Naming Process was approved at the April 10th City Council Meeting.

OLD/NEW BUSINESS:

Mr. Nagel said that a recent April 16th meeting with owner of the property regarding an easement was positive. The property owner was requesting services from the contractor – dirt and landscaping – in exchange for the easement. An easement reflecting these terms was currently being drafted. Engineering work was underway, too. Completion of the project is anticipated to be by the end of 2014, as per the grant requirements by Shakopee Mdewakanton Sioux Community.

Mr. Nagel said that The City Administrator and Public Works Superintendent have begun negotiations to take over the maintenance of the EagleView Elementary soccer fields. The New Prague School District was open to the concept if the “numbers” worked out for them.

Mr. Nagel reviewed the proposed schedule for boys baseball and girls softball programs for the Summer of 2014. The boys baseball program will use all 3 Wagner Park fields on Monday and Tuesday from May 20th thru July, while the girls softball teams will use them on Wednesday evenings. T-Ball will start in June on Thursday evenings, but will only use Field 3 in Rowena Park. Upon motion by Chair Sutton, seconded Commissioner Zahratka, the Commission approved the field us schedule for the boys baseball and girls softball program for the Summer of 2014.

Mr. Nagel called Commissioners’ attention to the quote from Bertelson One Source for \$1,682.16 for 6 tables and 36 chairs for use at the

Wagner Park Shelter. Commissioner Miller asked why Sales Tax was being charged on them and Mr. Nagel replied that the tables and chairs were not exempt, since the City charged for use of the Park Shelter. He said that 16 tables and 96 chairs had been replaced with goal being to have a total of 20 new tables and 120 new chairs eventually. Upon motion by Commissioner Miller, seconded by Commissioner Dornseif, the Commission approved the purchase of 6 tables and 36 chairs from Bertelson One Source for \$1,682.16.

Mr. Nagel reviewed the progress to date on the Movies/Music in the Park series for Summer 2014. He handed out the final schedule for the program will run on Thursday evenings beginning on June 12th and ending on August 14th with special events on June 26th in support of Fire Rescue Days and on Tuesday, August 5th in support of “National Night Out”. He said that 5 sponsors had been lined up to help pay for the movies/music, and, while he hoped to find more sponsors, that the total cost should be budgeted at \$3,000. Upon motion by Chair Sutton, seconded by Commissioner Miller, the Parks Commission approved the Movies/Music in Wagner and a budget of \$3,000 for the programming.

Mr. Nagel presented specifics of a grant application for playground equipment from Burke Equipment. The Parks Commissioners reviewed the choices for playground equipment that the grant dollars could be applied to and compared them to needs at individual parks, but did not find a match to existing needs. Consensus of the Parks Commissioners was not to apply for this grant.

Mr. Nagel outlined the highlights of the current Park Rental Agreement Form with Commissioners noting that it had not been reviewed since May, 2012. The Parks Commissioners had the following specific suggestions: (1) Remove the Elko Baseball Shelter from the Agreement pending the transfer of it to the Elko Baseball Team; (2) Add a checklist for cleanup to the Agreement, so renters know exactly what must be cleaned up; (3) Strengthen the Alcohol section of the Agreement to be more exact on what alcohol can be consumed in the Shelter; (4) Add a specific due date for return of the key with a penalty if it's not returned in 48 hours; and (5) Handout 2 plastic garbage bags to renters when they pickup the key to put in the 2 trash cans in the shelter. Mr. Nagel said that he would convey these suggestions to Staff for discussion for inclusion in a revised Park Rental Agreement.

Mr. Nagel outlined a request by the Elko Baseball Club for a canopy over Historic City Hall Park. Mr. Nagel noted that the cost could approach \$5,000 to protect users from foul balls during games. The consensus of the Commission was that, while not opposed to a protective measure for park users, that the cost was too high. They suggested Staff research less options, such as netting that could be put up and taken down each year, and cost sharing with the Elko Baseball Team for a chosen option. Mr. Nagel said that he would convey these thoughts at the next meeting with the Elko Baseball Team.

Mr. Nagel said that he had contacted vendors regarding the Splash Pad concept and costs, but a concern has arisen over the insurance. In discussions with LMCIT Staff at the annual Safety Conference, he was informed that it would need to be monitored by someone during its use. As a result, Mr. Nagel said that he would be meeting with churches on May 21st to discuss their provision of volunteers to monitor the Splash Pad. He hoped to have this issue ironed out, so that the equipment could be purchased. If not, then an alternative for the Splash Pad would need to be developed for the Summer, such as using inflatable structures instead.

OTHER BUSINESS:

There was no other business to come before the Parks Commission at the May 13, 2014 meeting.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, June 10, 2014 at 4:00 PM at ENM Area Hall.

PARK COMMISSIONER COMMENTS:

The Commissioners asked Mr. to check into the following:

- 1. Commissioner Miller requested information on Soccer signup dates.**
- 2. Chair Sutton said that the Windrose Park Spinner was missing a bolt. He also suggested that the Windrose Park**

slider have step attached for use by shorter children. He also noted that there was an Oak tree down in Woodcrest Park.

- 3. Commissioner Dornseif suggested that Pet Waste Stations be placed along the trail on CSAH 2. She also said that the picnic tables at Rowena Park could use some paint.**

Mr. Nagel said that he would inform the Public Works Supervisor of these concerns and report back at the next Parks Commission.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Dornseif, seconded by Commissioner Zahratka the meeting was adjourned by voice vote at 5:34 PM.

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