

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, FEBRUARY 17, 2015
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioners Sadie Miller; Emily Dornseif; Dennis Melgaard; and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel and Jonathan Nelson, Bolton-Menk, Inc.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 4:07 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 Agenda for the February 17, 2015 Meeting. Upon motion by Commissioner Miller, seconded by Chair Sutton the February 17, 2015 Agenda was unanimously approved by voice vote.

APPROVAL OF MINUTES OF JANUARY 13, 2015 PARKS COMMISSION MEETING:

Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Meeting Minutes of January 13, 2015 were unanimously approved for submission to City Council, as presented, by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel provided Commissioners with a copy of a proposal from Eagle Scout candidate, Tristan Friendshuh, to build an Octoball Arena in one of the City Parks. Octoball is played in an in an 8-sided, 21 feet in diameter arena with a concrete ground and wooden walls rising up from the sides. The game is a form of dodgeball played with 1 ball and

combines dodging, striking, running, and jumping with the object of hitting opponents with the ball below the knee, while avoiding being hit. As requested by the Parks Commission in December, Mr. Nagel invited Mr. Friedshuh to both the January and February Parks Commission Meeting to learn more about the project, but did not hear back from him on attending. Consensus of the Parks Commissioners was to drop the item from future consideration.

Mr. Nagel also reviewed the Summer, 2014 programs attendance, excluding the Movies/Music in the Parks series: 288 in the Soccer program; 26 in the Intro to Lacrosse session; 19 attended the Flag Football session; 28 at the 2 Mini Sports Camps; 12 at Children's Self Defense; 12 at the Science Camp to name a few among the many programs. All totaled, there were 442 participants in last Summer's programs. Adding the approximately 750 at the Movies/Music at Wagner Park, a total of approximately 1,142 people participated in the Summer programs co-sponsored by the Parks Commission and New Prague Community Education Program.

Mr. Nagel also passed out copies of the Lakeville Community Ed Winter/Spring Program catalogue and the Winter issue of the Minnesota Recreation and Parks Association magazine.

UPDATES:

Mr. Nagel reviewed the January 28, 2015 ENM Parks Commission Update, which contained 17 items, with the Commissioners.

Mr. Nagel updated them on recent conversations with St. Nicholas Church regarding the Parks Commission's offer to assist the Church in upgrading and maintaining their park. He said that he received word that the Church would like the City to take over the playground, as they did not have funds to upgrade it. Mr. Nagel said that he would be talking to the City Attorney about options based on the parameters from the Church.

He also noted that 20 residents attended the first movie and 28 attended the second movie at the Library, so he hoped to build on those attendance figures now that the City Newsletter was out. Also, he said

that the Archery equipment had started to come in and that New Prague Community Ed was in the process of finding an instructor for the Summer.

OLD/NEW BUSINESS:

Mr. Nagel reviewed the Memo on the SkatePark Study, which directs the parks Commission to make a recommendation on the future of the current SkatePark by May, 2015. Jonathan Nelson, Bolton-Menk, Inc, led the Parks Commissioners through an evaluation of 7 possible locations for the SkatePark, including the current location, using 6 different site selection criteria and assigning a number between 1 (does not meet criteria) to 10 (meets criteria) for each criteria for each location (matrix attached). The existing location at Wagner Park and Rowena Pond Park were chosen for further development into options and costs, which will be discussed at the March meeting. Once the options and costs have been outlined, the Parks Commission will hold at least 1 community meeting to gather public input on the options. No further action was taken.

Mr. Nagel called Parks Commissioners' attention to the draft Geocaching Policy that he handed out. He said that geocachers were using about 30 different sites in Elko New Market for their caches. While the City's current liability policy covers claims if geocachers get injured in City Parks, there is a policy question on whether or not City parks should be used for this purpose. Consensus of the Commissioners at the December, 2014 meeting, he said, was that there did not appear to be major drawbacks for this type of activity, but that an application form and policy would be good to control the number, location and type of caches in Elko New Market parks. He reviewed the draft Geocaching Policy with Commissioners showing them where the minor changes were made. Upon motion by Commissioner Miller, seconded by Chair Sutton, the Parks Commissioners unanimously recommended that City Council approve the proposed Geocaching Policy.

Mr. Nagel updated the Commissioners on the status of the revised layout for the Pete's Hill Trail "Lookout". Bolton and Menk, Inc, Landscape Architect, Joel Odens, had provided an updated plan for the

upper paved trail to reach the “lookout”, along with a design for the “lookout” itself for the December, 2014 meeting. Based on the draft plan, the following suggestions for revisions made by Commissioners in December, 2014:

1. Mark the Geological Survey stakes.
2. Remove the Kasota Stone bench/retaining wall next on both sides of the informational signage.
3. Clear brush for better views.
4. Repaint the flag.
5. Place bench in between the 2 Kasota Stone blocks.

The consensus of the Parks Commissioners, he said, at the December, 2014 Meeting was that these revisions should be incorporated into the final plans for the “lookout” and costs should be determined and brought back to the Commission at a later date. Mr. Nagel said that he met with Mr. Odens on the 5 above changes and he had received the Final Draft that was in the Agenda Packet. Mr. Nagel said that the SMSC has decided to reallocate the remaining \$9,104.80 of the grant for the Pete’s Hill “Lookout” project, so the remaining \$14,000 for the project would likely come from the Park CIP. Upon motion Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commissioners unanimously recommended that the Pete’s Hill Trial Extension and “Lookout” project be approved by the City Council for construction in 2015.

Mr. Nagel reviewed the Memo on the SkatePark Study, which directs the parks Commission to make a recommendation on the future of the current SkatePark by May, 2015. There was much discussion on the potential process of making a recommendation to the City Council. Consensus of the Parks Commissioners was to invite Bolton-Menk Staff to the February Meeting to assist in developing options and costs for those options with Public Meeting(s) to follow in later months. No further action was taken on this item.

Mr. Nagel reviewed the status of the 2014 Goals with the Parks Commission. He noted that of the 18 goals set for 2014 that 1 of them had been accomplished. He said that he sent an e-mail to Commissioners and 10 additional goals for discussion were added to the list of goals remaining from 2014 and previously agreed upon goals for

2015. He then reviewed the revisions and additions made at the January, 2015 Parks Commission Meeting. There being no further changes to the 2015 Parks Commission Goals, upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Parks Commissioners unanimously recommended that the City Council approve the 2015 Parks Commission Goals, as attached.

OTHER BUSINESS:

There was no other business to come before the Parks Commission at the February 17, 2015 meeting.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Thursday, March 26, 2015 at 5:30 PM at ENM Area Hall prior to the Joint Meeting with the Elko New Market City Council beginning at 6:30 PM in the Council Chambers.

PARK COMMISSIONER COMMENTS:

There were no additional comments by Commissioners at the February 17, 2015 Parks Commission Meeting.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Dornseif, seconded by Chair Sutton, the meeting was adjourned by voice vote at 5:41 PM.

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