



Small-Town Culture. Emerging Possibilities.

Parks Commission Regular Meeting Minutes

Wednesday, January 12, 2022

The Parks Commission participated in this meeting at ENM City Hall and the meeting was conducted under Minnesota Statutes section 13D.021.

1) Call to Order & Roll Call

The meeting was called to order at 5:12 PM in ENM City Hall, Council Chambers, by Chair Mike Sutton. Present at Roll Call were Chair Sutton and Commissioner Mille. Also present were City Administrator Tom Terry, Assistant to the City Administrator Mark Nagel, and Recreation Programmer Jessica Davidson.

2) Approve Agenda

Chair Sutton noted that there was not a quorum of the Parks Commission present to conduct official business, so the meeting was limited to those Agenda Items that did not require a vote to take action.

3) Citizen Comments

There were no citizen comments presented to the Parks Commissioners at this meeting.

4) Approval of Minutes

The December 15, 2021, Parks Commission Minutes were tabled until the February 9, 2022 Parks Commission Meeting.

5) General Business

- a. Staff updated the Commission on the status of 3 pieces of playground equipment approved for replacement of existing playground equipment in October – the Hovernet and the Sky Rail were purchased; but the Unity Spinner order was cancelled due to a factory fire. As a result, a replacement piece could be purchased instead of the Unity Spinner. At the November Parks Commission Meeting, the Commissioners decided to look at all the pieces of playground equipment that were not taken by those offered in the recent RFP process and in December chose a Playcraft Tri-Pod Gyro Spinner with the condition that it would fit in the space available for the piece. Staff said that in reviewing the size and CPSI standards with the vendor, it was determined that it would

not fit in the available space. As a result, the playground would need to be redesigned to accommodate it. Staff will return in February with options for including the Gyro Spinner, plus other possible pieces of playground equipment. Staff noted that the Wagner Park Teeter-Totter was also broken and could not be fixed, so will need to be replaced, as well. No further action was taken on this item,

- b. Recreation Programmer Jessica Davidson outlined the previously approved Family Fun Nights at the Library in March. She said there will be 5 Thursday night events starting at 6 PM at the Library – Glow Stick Dance on 3/3; Dazzling Dave the YoYo Master on 3/10; Snapology on 3/17; Fitness Boomers on 3/24; and Juggling by Alan Johnson on 3/31. No further action was taken on this item.
- c. Staff provided an update on the ENM Baseball/Softball program, which will be run by the New Market Baseball Association. Recreation Programmer Davidson said that she attended a meeting of surrounding communities regarding a possible Metro Baseball League, but the cost would be a \$125 a participating team and ENM would be responsible for forming teams, finding coaches, and paying for umpires, which would be more expensive than having the New Prague Community Ed run it. Consensus of those Commissioners present was to remain with the NMBA option of running the Baseball/Softball program for 2022.
- d. City Administrator Terry said that he and Public Work Director Schweich were reviewing Commissioner Melgaard’s request for clearing the trees and brush at Pete’s Hill, so that the painted American flag could be better seen from a distance. An engineering report is cost prohibitive, so City Administrator Terry and Recreation Programmer Davidson will investigate the line of sight to gather more information for further discussion at the March 2022 Meeting. No further was taken on this item.
- e. City Administrator Terry and Mr. Nagel moderated a process for setting goals in 2022 for the Parks Commission at the December 2021 meeting. Mr. Nagel said that he had updated placing the remaining Goals for 2021 into 2022 and added Pickleball Courts, Options for the Baseball/Softball Program, and Developing More Programming for ENM with Lakeville Community Ed to the list and sent a Draft to Parks Commissioners for comment on the 2022 Goals prior to the January Meeting, so that Commissioners can add to the list. He asked that Commissioners to add to the list for consideration of final approval at the February parks Commission Meeting. No further action was taken by the Parks Commission on this item.
- f. Staff reported that the Agency Membership dues for Minnesota Recreation and Parks Association of \$499 and the Individual Dues of \$170 for Jessica Davidson had been paid, as per the 2022 Budget.
- g. Mr. Nagel said that there would be 2 openings for Parks Commissioners this year, since Commissioner Melgaard and Commissioner Miller have decided not to reapply for another term beginning March 31, 2022 for 3 years. City Administrator Terry informed the Commission that applications would be taken in January/February, interviews would be done in February with the naming of new Commissioners by the March Parks Commission meeting.
- h. City Administrator Terry led a discussion on the distribution of the Parks Commission packets. Currently, the Agenda Packet is sent by mail and electronically by email.

Consensus of the Commissioners present was to have the Agenda Packets delivered by the Police Department and sent electronically. This process will be reviewed at the February Parks Commission meeting when there is a quorum.

6) Updates & Reports

- a. Mr. Nagel called the Commissioners' attention to the attached December 31, 2022, ENM Parks Commission Update, which contained 21 items. Mr. Nagel highlighted the addition of Jessica Davidson as the new Recreational Programmer for the City and that he would be transitioning his duties over to her over the next 3 months.
- b. Mr. Nagel noted that the New Prague Community Ed Advisory Board is meeting on Thursday, January 13, 2021. Chair Sutton will attend.
- c. Mr. Nagel said that the Lakeville Community Ed Advisory Board met on January 6, 2022. Recreation Programmer Davidson attended the meeting and reported that she had the opportunity to establish contact with Staff present for future discussion of more programming in Elko New Market. She also reported that the Advisory Board was working on an annual district-wide community survey to better meet the needs of the community.
- d. Mr. Nagel called Commissioner's attention to the link to the article in National Recreation and Parks Association Magazine on Top National Trends for Parks and Recreation for 2022. He noted that one of them being felt here in ENM was the decline in participation in youth sports.
- e. City Administrator Terry said that the December Community Development Updates were attached for review by the Commissioners.
- f. City Administrator Terry said that the monthly Bill List will be replaced by a Monthly Budget Report at the February 2022 meeting.

7) Park Commissioner Comments

There were no Park Commissioner comments at the January 12, 2022 Park Commission Meeting

8) Next Meeting

The next regular meeting of the Parks Commission is set for Wednesday, February 9, 2022, at 5:00 PM at City Hall in Room B.

9) Adjournment

There being no further business to come before the Parks Commission, upon motion by Commissioner Melgaard, seconded by Commissioner Dornseif, the meeting was adjourned by voice vote at 5:58 PM.

Respectfully submitted,

Mark Nagel