

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, JANUARY 9, 2018
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioner Emily Dornseif; Commissioner Dennis Melgaard; Commissioner Miller; and Chair Mike Sutton. Also present was Assistant City Administrator Mark Nagel.

CALL TO ORDER:

The meeting was called to order at 4:04 PM in Conference Room A at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said there was one addition to the January meeting – a bill for portable restrooms rental from Schlomkas, which will be added under 7.f. – Consider Approval of Bills. Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the January Meeting Agenda was unanimously approved by the Parks Commission.

CITIZEN COMMENTS:

There were no citizen comments made at the January, 2018 Parks Commission Meeting.

**APPROVAL OF MINUTES OF NOVEMBER 28, 2017 AND
DECEMBER 12, 2017 PARKS COMMISSION MEETINGS:**

Mr. Nagel said that due to the short turnaround time, the November Parks Commission Meeting Minutes weren't complete in time for December Parks Commission Meeting, so the item had been tabled until the January meeting. Upon

motion by Chair Sutton, seconded by Commissioner Dornseif, the Commission unanimously approved the Parks Commission Minutes for the November 28, 2017 meeting and for December 12, 2017 meeting by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATION:

Mr. Nagel shared a PowerPoint Presentation from Three Rivers Parks on Outdoor Recreational Programming offered in conjunction with New Prague Community Ed and the Parks Commission for informational purposes.

UPDATES:

Mr. Nagel reviewed the December 31, 2017 ENM Parks Commission Update, which contained 17 items, with the Commissioners. He noted that the ice rinks were now open and shared an email from SCHS Director that the 10th Anniversary Exhibit was now ready to be displayed at the library once the plexiglass case was installed. He also updated Commissioners on further discussions with the Elko Express on a proposed fence surrounding Old Elko City Hall Park.

Chair Sutton reported that the next event for the CCEC would be the Egg Hunt and that the next meeting of the CCEC was on January 15, 2018.

Mr. Nagel reported the January 11th meeting of the New Prague Community Ed Advisory Board had been cancelled and he would send an email to Commissioners to see if any of them could make it for the March 8th meeting since Commissioner Zahratka would be out of town,

OLD/NEW BUSINESS:

Mr. Nagel presented an update on the Final Draft of the Rowena Pond Park RePurposing Plan, including the phasing and costs. He said that the preliminary estimate for the project was around \$225,000, not including contingency, and would be done in 3 phases beginning this year. He said that it appears that the presentation to City Council will take place on Thursday, February 9th at 6:30 PM, but that is not firm yet. If it does take place that evening, then the February Parks Commission Meeting will precede that meeting at 5:30 PM. Since the Parks commission had previously approved the proposed plan, no further action was taken on this Agenda Item.

Mr. Nagel said that the recent Emerald Ash Borer Report by S & S Tree Service contained good news – NO signs of the Emerald Ash Borer were present in any ash trees on public property in the City. The report also identified ash trees that should be saved and those that could be taken down. He said that the company noted that saving the 17 ash trees that they recommended be saved would cost around \$3,000. He said it included 2 years of application of treatment, plus a guarantee of suitable replacement trees should the treatment not work. He said that the Parks Commission would need to go the City Council for funding should the decision be made to move forward. After much discussion, the Parks Commission directed Mr. Nagel to ask the vendor to provide more information on the guarantee, the cost, and the type, size of replacement trees for the February Meeting. No further action was taken by the Parks Commission on this Agenda Item.

Mr. Nagel presented an email outlining the proposed Winter programming for the 4 Thursdays at 6:30 PM in February, 2018 at the ENM Library Branch. He said that the programming was designed to focus on audience interaction and participation this Winter. The lineup includes Dazzling Dave, the Yo-Yo Master; Mad Science; The Big Fun Show; and the Rad Zoo. Upon motion by Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the Winter programming as presented.

Mr. Nagel handed out draft copies of the Park Element for the 2040 Comp Plan. He walked the Commissioners through each section detailing the proposed updates from the 2030 Comp Plan. Commissioners reviewed and discussed the revisions noting that the key to successful implementation of it will be finding a designated funding source(s) other than the Park Dedication Fee. Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the Parks commission unanimously approved the draft of the Park Element for 2040 Comp Plan and authorized Mr. Nagel to make minor revisions if necessary in the final Draft.

Mr. Nagel reviewed the Annual Goals Process for 2018 with Commissioners. He said that a draft Memo of the 2017 Accomplishments would be presented to the Commission prior to the February, 2018 meeting to provide further background. More discussion would take place at the January Parks Commission Meeting and this year, he said, he asked City Council if they had specific goals and would be asking City Staff to do the same. The Parks Commission directed Mr. Nagel to put the 2018 Goals on the February Meeting Agenda for final action. No further action was taken on this Agenda Item.

Mr. Nagel presented the Bill List to the Commissioners – MRPA 2018 Membership Dues for \$450; Schlomka’s Portable restrooms for \$520; and Just Encase Products for the 10th Anniversary Exhibit Plexiglass Case for \$241.31. Upon motion by Commissioner Melgaard, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the Bill List as presented.

OTHER BUSINESS:

Mr. Nagel said that there was interest in reviving the Vet’s Memorial Park proposal from 2014. He reviewed the details of the proposal for Commissioners. He said that the original proposal never gained in traction for financing the Memorial, so did not move forward. He noted that further review of the proposal may be assigned to the Parks Commission.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, February 13, 2018 at 4:00 PM in Conference Room A of Elko New Market City Hall. If there is a City Council Workshop scheduled for Thursday, February 8th at 6:30 PM for presentation of the Rowena Pond Park RePurposing Plan, then the meeting will move to 5:30 PM that evening.

PARK COMMISSIONER COMMENTS:

There were no comments provided at the December Parks Commission Meeting by Parks Commissioners.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Dornseif, seconded by Commissioner Miller, the meeting was adjourned by voice vote at 5:11 PM.

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