

**ELKO NEW MARKET PARKS COMMISSION  
TUESDAY, OCTOBER 15, 2019  
REGULAR MEETING MINUTES**

**PRESENT:**

Present at Roll Call were Chair Sutton, Commissioner Miller, Commissioner Dornseif, Commissioner Melgaard, and Commissioner Zahratka. Also present were Assistant City Administrator Mark Nagel and Jessica Davidson, New Prague Community Ed.

**CALL TO ORDER:**

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

**APPROVE AGENDA:**

Mr. Nagel said that there were no additional items for the Agenda for the October meeting Upon motion by Commissioner Zahratka , seconded by Chair Sutton, the September Meeting Agenda was approved, as printed.

**CITIZEN COMMENTS:**

There were no citizen comments presented at the October 15, 2019 Parks Commission Meeting.

**APPROVAL OF MINUTES OF SEPTEMBER 10, 2019 PARKS COMMISSION MEETING:**

Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the Parks Commission unanimously approved the September 10, 2019 Parks Commission Minutes, as printed.

## **PETITIONS, REQUESTS, AND COMMUNICATIONS**

Mr. Nagel called Commissioners' attention to the attached article on National Recreation and Parks Association's Survey of Community Engagement, which shows that nationwide citizens feel more connected to their Parks Department than any other City Department and that their approval rating for their work is near 84%.

At the request of Parks Commissioners at the August 2019 Meeting, Mr. Nagel said that he had included the latest Community Development Update for review by Parks Commissioners in the Agenda Packets for their information.

### **UPDATES:**

Mr. Nagel reviewed the September 30, 2019 ENM Parks Commission Update, which contained 16 items with the Commissioners. Mr. Nagel commented that he will be working with another Eagle Scout on a project to upgrade the area around the flag at Wagner Park – he noted that this is the 15<sup>th</sup> Eagle Scout Project that has focused on improving the City's parks.

Chair Sutton reported that the next meeting of the CCEC will follow the Parks Commission meeting this evening on Tuesday, September 17<sup>th</sup> at 5:30 PM at City Hall. The Agenda will be focused on the upcoming Halloween Party on Saturday, October 26<sup>th</sup> from 10 AM to Noon.

Commissioner Zahratka noted that there was no meeting of the New Prague Community Education Advisory Board in September.

### **OLD/NEW BUSINESS:**

Mr. Nagel said that the Summer Events had an average attendance in the 70's, even though rainy weather forced relocation to the Library's Community Room 3 times. He said that the Winter Events averaged about half of the attendees for Summer Events. He reintroduced Jessica Davidson from the New Prague Community Ed, who oversees all of the events on behalf of the City and Parks Commission, to lead a discussion the 2019 Summer Event season and preview the Winter Program Events. The Parks Commissioners were very supportive of continuing the programming during the Winter and the effort on the part of Staff to try different program themes like 2019's Fitness focus. Consensus of the

discussions was that the Winter Event should remain in March for 4 weeks – the “lineup” for 2020 would be the RAD Zoo; Fitness Boomers; Glowsticks; and Mad Science. No further action was taken on this item.

Mr. Nagel said that the 3<sup>rd</sup> Quarter Budget Report was not yet complete, so he will include it in the October Parks Commission Update. He said that he expected that it will show that the Commission will be in “good shape” on the overall expenditures, but that the line-item for replacement of equipment will be at or over the budgeted amount due to unexpected expenditures during 2019. No further action was taken on this item.

Mr. Nagel said that the land from the Pete’s Hill development had been transferred to the City for parks purposes. He noted that there will be additional Park Dedication fees to be paid, most of the land is deeded is designated wetlands area. One of the duties of the Parks Commission, he commented, is to preserve these wetlands in perpetuity for future generations. Finally, he said, there may be some land out of the wetlands area that can be used for passive park purposes, such as seating to view the wildlife. No further action was taken on this item.

Mr. Nagel told Commissioners that he had sent out a brief RFP for the replacement of the swings at Old Elko City Hall and received, to date, 5 responses for the project. He said that the cost for the project was anticipated to be about \$8,000 for the project. The Parks Commission then reviewed each proposal and directed Staff to obtain more information on questions about some of the proposals. Mr. Nagel said that good pricing depended on the Parks Commission making a decision at the November Parks Commission Meeting and taking delivery before the end of the year. He asked that Parks Commissioners to continue to their deliberations of the pros/cons of each proposal until the November Parks Commission Meeting. No further action was taken on this item.

Mr. Nagel updated the Parks Commission on the status of Parks Capital Projects for the Fall – the Disc Golf Course, which is now complete; the Relocation of the Rowena Pond T-Ball field, which the City Engineer is still working on plans for; the Pet Waste Stations, which will ordered in early November when they’re available; and the trail between the Windrose 8<sup>th</sup> Addition and Woodcrest Subdivision, which Mr. Nagel said that letters had been sent to 26 residences within 200 feet of the trail asking for input and informing of them of plans to try and complete the trail this year. No further action was taken by the Parks Commission at this meeting.

Mr. Nagel presented the Bill List to the Parks Commissioners – a bill from Schlomka’s for Portable Restrooms for July, 2019 for \$710.00, September, 2019 for \$710.00, and April, 2019 for \$410.00. Upon motion by Commissioner Melgaard, seconded by Commissioner Zahratka, the Parks Commission approved the Bill List for the October meeting.

**OTHER BUSINESS:**

There were no additional business items to come before Commissioners at the October 15, 2019 Parks Commission meeting.

**NEXT MEETING:**

Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the next Regular meeting of the Parks Commission was set for Tuesday, November 12, 2019 at 4:00 PM in Conference Room B of Elko New Market City Hall.

**PARK COMMISSIONER COMMENTS:**

There were no additional comments from Commissioners at the October 15, 2019 Parks Commission meeting.

**ADJOURNMENT:**

There being no further business to come before the Parks Commission, upon motion by Commissioner Miller, seconded by Commissioner Dornseif, the meeting was adjourned by voice vote at 5:22 PM.

**Respectfully Submitted,**

**Mark Nagel, Assistant City Administrator**