

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

**PRESENT:**

Present at Roll Call were Commissioner Zahratka; Commissioner Miller; and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel (By Conference Call); City Clerk Sandra Green; Jon Schwichtenberg; and Mayor Bob Crawford.

**CALL TO ORDER:**

The meeting was called to order at 4:08 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

**APPROVE AGENDA:**

There were no additions to the October Parks Commission Meeting Agenda. On motion by Chair Sutton, seconded by Commissioner Miller, the October Meeting Agenda was approved.

**CITIZEN COMMENTS:**

There were no citizens present at the October Parks Commission Meeting to make comments to the Parks Commission.

**APPROVAL OF MINUTES OF SEPTEMBER 11, 2018 PARKS COMMISSION MEETING:**

Upon motion by Chair Sutton; seconded Commissioner Miller, the Parks Commission unanimously approved the September 11, 2018 Parks Commission Meeting Minutes as printed.

**PETITIONS, REQUESTS, AND COMMUNICATIONS:**

Mr. Nagel reviewed an 2 articles - one from the National Recreation and Park Association, "Can Parks Make Kids Better at Math" and one from Architect Magazine, "The Playground: Dangerous or a Breeding Ground for future

Architects”. He said that he provides articles, like this one, to help provide perspective to Commissioners on their work at the local level to enhance parks and recreation in Elko New Market.

## **UPDATES:**

Mr. Nagel reviewed the September 30, 2018 ENM Parks Commission Update, which contained 19 items, with the Commissioners. Mr. Nagel said that he is working on funding sources for the needed archery equipment, the gate/fence for the Elko Express is now complete, and the new plaque for the for the bench on Pete’s Hill was done and would be installed shortly.

Chair Sutton reported that the focus of the CCEC will be on planning for the Halloween festivities on Saturday morning, October 27<sup>th</sup>.

## **OLD/NEW BUSINESS:**

Mr. Nagel said that the new layout of the proposed Disc Golf Course minimizes effects to the wetlands area, so can now be constructed. As per Parks Commission direction at the September meeting, Mr. Nagel will inform the surrounding neighborhood of the proposed disc golf course for additional input using social media and an Open House that he is proposing be held on Tuesday, November 15<sup>th</sup> beginning at 5 PM after the regularly scheduled November Parks Commission meeting. Upon motion by commissioner Sutton, seconded by Chair Sutton, the Parks Commission unanimously set Tuesday, November 13, 2018 At 5 PM for the Open House on the Disc Golf Course.

Mr. Nagel reported that the SkatePark Rules and Regulations revisions were made and 2 signs were purchased for installation at the SkatePark. He said that the signs would be posted when the SkatePark opens in Spring, 2019, since current season was almost over. No further action was taken on this item.

Mr. Nagel said that at the June Meeting that the Parks Commission was willing to consider accepting a piece of property of about 7.5 acres off of Dakota Avenue at the City’s northern boundary instead of the approximately \$40,000 in Park Dedication fees for the Christmas Pines subdivision to be developed at the corner of CSAH 2 and CSAH 2, if made and subject to acceptable terms and conditions. He reported that an appraisal of the property had been completed and the parcel was appraised at \$135,000. Discussion now centered on a combination of the \$40,000 waiver of the Park Dedication fee and Donation to the City of the property for the remaining \$95,000 for the \$135,000 appraised value. He said that there was no final agreement in writing at the time of the Parks Commission meeting this

month, but was hopeful that it might be ready for consideration by the November meeting.

Mr. Nagel updated commissioners on purchasing the new Sears Kenmore electric stove/oven for the Wagner Park Shelter that included the following criteria: white color, coil cooktop, at least a 5 cubic foot, self-cleaning oven at a cost not exceed \$700 donation from the N.E.W. Lions Club. He said that he had not yet ordered the oven/stove in hopes the price would drop from the current \$429.90. He said that he would purchase it before the November Parks Commission meeting to insure that it was installed before the Winter. No further action was taken by the Commission.

Mr. Nagel presented an estimate from Bolton & Menk, Inc of \$5,000 to survey the area for the relocation Rowena Pond Park T-Ball field. He said it was necessary to do the survey to insure that the grading plan was correct and properly handled drainage from the surrounding properties. Upon motion by Chair Sutton, seconded by Commissioner Miller, the Parks Commission unanimously approved a motion to survey the area for relocating the T-Ball field by Bolton & Menk, Inc for an amount not to exceed \$5,000.

Mr. Nagel said that a resident had requested that the Parks Commission consider placing a new water fountain at Wagner Park. He called Commissioners' attention to the Memorandum that he prepared outlining 4 options and costs for their consideration. He said that the cost would vary by the type of fountain and installation costs, but if a free standing one was placed near the playground equipment, then costs could be in the \$3,300 range – plus \$400 for installation. After much discussion, consensus of the Parks Commissioners was for Staff to bring back further information at the November meeting for further discussion. No further action was taken on this Agenda Item.

Mr. Nagel presented the Bill List to the Commissioners – A bill from Schlomka's Portable Restrooms for services for October for a total of \$710.00. Upon Motion by Commissioner Zahratka; seconded by Commissioner Miller, the Parks Commission unanimously approved the Bill List as presented.

## **OTHER BUSINESS:**

There were no additional business items to come before the Parks Commission at the October 9th meeting.

## **NEXT MEETING:**

On motion by Commissioner Miller; seconded by Commissioner Zahratka, the next meeting of the ENM Parks Commission was set for Tuesday, November 13, 2018 at 4 PM in Conference Room B of Elko New Market City Hall. The Open House on the proposed disc Golf Course will take place beginning at 5 PM in Conference Room B, as well.

## **PARK COMMISSIONER COMMENTS:**

There were no additional comments from Commissioners at the October 9<sup>th</sup> Parks Commission meeting.

## **ADJOURNMENT:**

There being no further business to come before the Parks Commission, upon motion by Commissioner Zahratka, seconded by Chair Sutton, the meeting was adjourned by voice vote at 5:03 PM.

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