



Small-Town Culture. Emerging Possibilities.

Parks Commission Regular Meeting Minutes

Wednesday, February 9, 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 5:03 PM in ENM City Hall, Council Chambers, by Chair Mike Sutton. Present at Roll Call were Chair Sutton, Commissioner Emily Dornseif and Commissioner Dawn Vernon. Also present were City Administrator Tom Terry, Assistant to the City Administrator Mark Nagel, and Recreation Programmer Jessica Davidson.

2) Approve Agenda

The item: March Meeting Time was added to General Business by City Administrator Terry. Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the February 2022 Meeting Agenda was unanimously approved, as printed.

3) Citizen Comments

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

4) Approval of Minutes

Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the January 12, 2022 Parks Commission Minutes, as printed.

5) General Business

- a. Recreational Programmer Davidson called the Commissioners' attention to the attached Wagner Park Playground Equipment memorandum. It described the items and outlined cost of the Seesaw and Inclusive Spinner. Assistant to the City Administrator Nagel further explained the options and suggested that the layout of the playground borders be examined in the future. Upon motion by Commissioner Dornseif, seconded by Commissioner Vernon, the Parks Commission unanimously approved the purchase of the SeeSaw and Inclusive Spinner upon Recreational Programmer Davidson consulting with Public Works Director Corey Schweich on installing both playground pieces and determining the accounts for payment.

- b. Assistant to the City Administrator Nagel noted the attached 2022 Goals document and asked the Commission to add other prospective goals. Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the 2022 Parks Commission Goals, as printed.
- c. 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 distributed electronically in pdf form. City Administrator Terry noted that a printed copy would be available by request. A printed copy will be provided for Commissioner Dennis Melgaard until he retires from the Commission on March 31, 2022.
- d. Assistant City Administrator Nagel called the Commissioners' attention to the Wagner Park Shelter Cleaning Fees memorandum where he outlined the current fee and explained the sanitizing process. He noted the current CDC recommendations on COVID cleaning and outlined four possible options to be considered by the Commissioners. Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Parks Commission unanimously approved to eliminate the cleaning fee requirement, since there is no known State or Federal requirement that the city sanitize the shelter after each use. Assistant City Administrator Nagel will have Utility Billing/Office Technician Stephanie Fredrickson update the city website after consulting with City Attorney Andrea McDowell Poehler on the wording.
- e. City Administrator Terry led a discussion on the start time of the Parks Commission Meetings. It was decided to set the start time at 6:00 pm by the Commissioners beginning with the March 2022 meeting.

6) Updates & Reports

- a. Assistant Administrator Nagel called the Commissioners' attention to the attached January 31, 2022, ENM Parks Commission Update, which contained 19 items.
- b. Recreation Programmer Davidson provided the flyer for the Family Fun Nights at the Library in March. She also shared that she is working on the summer events and let the Commissioners know that she welcomed their ideas. No further action was taken on this item.
- c. Recreational Programmer Davidson called the Commissioners' attention to the attached Baseball Update. She shared the NMBA is currently working on registration and will run the 2022 season. Recreational Programmer Davidson and City Administrator Terry outlined that plan to have a meeting this spring to examine the larger picture of baseball in the area. The hope is to include all the area stakeholders to

gather ideas on how to work together to ensure sustainability and create a recommendation for the future of our local youth baseball.

Recreational Programmer Davidson also shared that Linda Borgen has applied for the Twins Baseball Clinic at the Elko Express. Programmer Davidson will be researching the possibility and costs of the request for a backup rain location by Ms. Borgen.

- d. Chair Sutton had nothing new to report from the January New Prague Advisory Council Meeting. Mr. Nagel noted that the Lakeville Community Ed Advisory Board is meeting on Thursday March 3, 2022 and New Prague Community Ed Advisory Board is meeting on Thursday, March 10, 2022. Chair Sutton has been asked and will attend both.
- e. Assistant City Administrator Nagel said that the January Community Development Updates were attached for review by the Commissioners.
- f. Recreational Programmer Davidson distributed the monthly Budget Report.

7) Park Commissioner Comments

There were no Park Commissioner comments at the February 9, 2022 Park Commission Meeting

8) Next Meeting

The next regular meeting of the Parks Commission is set for Wednesday, March 9, 2022, at 6:00 PM at City Hall in Room B.

9) Adjournment

There being no further business to come before the Parks Commission, upon motion by Commissioner Dornseif, seconded by Commissioner Vernon, the meeting was adjourned by voice vote at 6:17 PM.

Respectfully submitted,

Jessica Davidson