

**ELKO NEW MARKET PARKS COMMISSION  
TUESDAY, MAY 10, 2018  
REGULAR MEETING MINUTES**

**PRESENT:**

Present at Roll Call were Commissioner Eve Zahratka and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel and Mayor Bob Crawford. Chair Sutton declared that a quorum wasn't present to formally approve items, but that discussion on the Agenda items could take place.

**CALL TO ORDER:**

The meeting was called to order at 4:07 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

**APPROVE AGENDA:**

Mr. Nagel passed out an updated Agenda for the meeting that included additional business items on a request for a water fountain at Wagner Park; Review of the Summer Program Schedule at the Wagner Park Shelter; Discussion on the KOMO Heights Subdivision; and two more bills for approval.

**CITIZEN COMMENTS:**

There were no citizens present at the May Parks Commission Meeting to make comments; however, Mr. Nagel said that he would be presenting a request from a citizen later on in the meeting for a water fountain at Wagner Park.

**APPROVAL OF MINUTES OF APRIL 10, 2018 PARKS  
COMMISSION MEETING:**

There was not a quorum present of Parks Commissioners, so this item was tabled until the June 12, 2018 meeting.

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

Mr. Nagel handed out an article from the National Recreation and Parks Association on parks stewardship, which provided some interesting statistics on how citizens felt nationally about the role of parks and recreation in their daily lives. It should provide some interesting comparisons to the community survey results that should be ready for the June Parks Commission meeting.

Mr. Nagel also passed out a copy of the Spring, 2018 issue of the Minnesota Recreation and Parks Magazine to Commissioners.

## **UPDATES:**

Mr. Nagel reviewed the April 27, 2018 ENM Parks Commission Update, which contained 20 items, with the Commissioners. He noted that the Fence Request from the Elko Express was finalized at the April 12<sup>th</sup> City Council Meeting and that he was waiting for them to get back to him on the fence design and schedule.

Chair Sutton reported that the CCEC had not met since the April Parks Commission meeting, so he would have an update at the June Parks Commission Meeting. He noted that the focus is on Fire Rescue Days, which is coming up beginning on June 21<sup>st</sup>.

Mr. Nagel reported that a Park Dedication Fee of \$38,000 had been paid by developers of the Boulder Pointe 7<sup>th</sup> Addition for 19 lots of housing.

## **OLD/NEW BUSINESS:**

Mr. Nagel called Commissioner's attention to an email from Leiviska Golf Design offering to design and build a disc golf course in Elko New Market at either Pete's Hill or Windrose Park. Mr. Nagel said that he would schedule a meeting with the company and report back at the June Parks Commission meeting, if Commissioners were interested. Consensus of the Commissioners present was for Mr. Nagel to meet with company and report back at the June Parks Commission meeting.

Mr. Nagel handed out a Memo from Jessica Davidson regarding the tentative "lineup" for the Summer Family Fun Nights at the Wagner Park Shelter. Once again, he said, there will be 7 events – one of which is in support of Night to

Unite” – on Thursday evenings. The total cost, he noted, will be around \$3,000, including the Coordinator’s time and expenses. Consensus of those Commissioners present was to move forward in scheduling the events with consideration of final approval at the June Parks Commission Meeting.

Mr. Nagel shared an email he had received from a resident, Robert Satrom, regarding a water fountain for Wagner Park with the Commissioners present. While concerns were expressed regarding vandalism, consensus of those present was to explore the options and bring the item back for further discussion at the June Parks Commission Meeting. No further action was taken on this item by the Parks Commission.

Parks Commission members present reviewed the KOMO Heights subdivision plan. Their thoughts were that they would like to have a trail easement around the pond for a future trail that would connect with the trail easement on the other side of the pond, but were open to options as to where the easement for the trail would be placed to get to the pond. Mr. Nagel said that the developer would be present at the May 22<sup>nd</sup> Project Staff Meeting for further discussion and he would convey these initial thoughts. He said that he would bring back results from the Project Staff Meeting at the June 12<sup>th</sup>. No further action was taken.

Mr. Nagel and Mayor Crawford reviewed the Agenda for the ribbon cutting for the financial contribution that the Shakopee Mdewakanton Sioux Community made for the construction of the Pete’s Hill “Lookout” Project, which would take place at 5 PM this afternoon. The meeting would move to the “Lookout”, but return to City Hall for Adjournment after the ribbon cutting.

Mr. Nagel reviewed the 2018 Parks Department Financials through the month of April with Commissioners. He said that the City Council approved a budget of \$171,234.00 for the Parks Department for 2018. Through April 30, 2018, expenditures total \$38,162.96, or about 22.3%, of the total budgeted. We are well under the 33% guideline for the first 4 months of 2018.

Mr. Nagel presented the Bill List to the Commissioners – Amazon Services for portable signs for \$156.48; Reptile and Amphibian Discovery Zoo (RAD) for their Winter Program for \$260.00; and Flagship Recreation for Engineered Wood Fiber for \$2,107.43. There was not a quorum present of Parks Commissioners, so this item was tabled until the June 12, 2018 meeting.

## **OTHER BUSINESS:**

There were no additional business items to come before the Parks Commission at the May 10<sup>th</sup> meeting.

## **NEXT MEETING:**

The next meeting of the ENM Parks Commission was set for Tuesday, June 12, 2018 at 4:00 PM in Conference Room B of Elko New Market City Hall.

## **PARK COMMISSIONER COMMENTS:**

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

## **PETE’S HILL “LOOKOUT” RIBBON CUTTING**

At 4:48 PM, the Parks Commission and City Council, together with invited guests, held a ribbon cutting at the new “lookout” at the top of Pete’s Hill. The Shakopee Mdewakanton Sioux Community were thanked for assisting in the funding of the “lookout” by the City Council and Parks Commission.

## **ADJOURNMENT:**

There being no further business to come before the Parks Commission, the May Parks Commission meeting was adjourned by voice vote of Commissioners present, at 5:56 PM.

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