

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, MAY 14, 2019
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Chair Sutton, Commissioner Miller, Commissioner Melgaard, Commissioner Zahratka and Commissioner Dornseif. Also present was Assistant City Administrator Mark Nagel

CALL TO ORDER:

The meeting was called to order at 4:03 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 May meeting. Upon motion by Commissioner Melgaard, seconded by Commissioner Dornseif, the May Meeting Agenda was approved, as printed.

CITIZEN COMMENTS:

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

APPROVAL OF MINUTES OF APRIL 9, 2019 AND APRIL 16, 2019 PARKS COMMISSION MEETINGS:

Upon motion by Chair Sutton, seconded by Commissioner Zahratka, the Parks Commission unanimously approved the April 9, 2019 and April 16, 2019 Parks Commission Minutes, as printed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

Mr. Nagel called Commissioners' attention to the article on volunteerism, which shows that the monetary value of a volunteer is \$25.43/Hr. He thanked Commissioners for their contributions to the community

Mr. Nagel passed out the Summer edition of the program brochures for both the Lakeville and New Prague Community Education.

UPDATES:

Mr. Nagel reviewed the April 30, 2019 ENM Parks Commission Update, which contained 16 items, with the Commissioners. Mr. Nagel commented that he would be focusing on the "lineup" for the Summer events for Thursday evenings. He also said that he had met with the Contractor for the Disc Golf Course and that there were a couple of changes to the layout that he would provide in the May Parks Commission Update. He also noted that the repairs to the Wagner Park Shelter were now complete.

Chair Sutton reported that the CCEC would be discussing the 2019 Fire Rescue Days plans at their May 21, 2019 meeting.

Commissioner Zahratka updated the Parks commission on the results of the New Prague Community Advisory Board Meeting.

OLD/NEW BUSINESS:

Mr. Nagel provided a copy of the February Budget Report for the information of Commissioners. He said that the budget expenditures should be at 25%, but were under budget at 22.41%. With addition of the new Accountant, Kellie Stewart, Monthly Budget Reports would become part of the Agenda.

Mr. Nagel provided an update on the SMSC Trail Grant to Commissioners. He noted that the funding would pave the trail link between the Woodcrest Addition and the Windrose 8th Addition. The total cost was estimated at \$22,120 with 80 % being paid by the grant. He was pleased to report that the grant application was approved by the SMSC Business Council. He was now waiting for the Grant

Agreement from the SMSC for approval by the Parks Commission and the City Council before work could begin on the project. No further action was taken on this item.

Mr. Nagel presented a list of Parks Capital Projects for 2019 to the Commissioners noting that there 8 scheduled for the remainder of this year. He said it would be a busy year for the Parks Commission implementing these projects. No further action was taken on this item.

Mr. Nagel provided an email from New Prague Community Ed regarding changes to the upcoming Youth Soccer Program beginning on July 30th this year. Long time coordinator, Melissa Sulich, will be moving prior to the start of the season, so a new Soccer Coordinator will be named in June. The Parks Commission thanked Ms. Sulich for her service to area youth and wished her well. No further action was taken on this item.

Mr. Nagel called Commissioners' attention to his email Memo on the status of the Christmas Pines Addition. The Developer has informed the City that they will be paying the Park Dedication Fee of \$40,000, rather than doing the land exchange with the City for the piece of property along Dakota Avenue. While the Parks Commission would have preferred the land exchange, the Developer has the option of paying cash to cover the Park Dedication Fee, so no further action is needed by the Parks Commission.

Mr. Nagel said that the Global Properties Project, a 70-unit apartment complex to built along James Parkway in Dakota Acres, was requesting confirmation that the Parks Commission still wanted cash for the Park Dedication Fee, instead of land, for this project. Consensus of the Parks Commission was that the preference remains for the cash option.

Mr. Nagel presented the Bill List to the Commissioners – Schlomka's Portable Restrooms for services for April, 2019 for \$420.00 and Morton Buildings, Inc for \$913.00 for the final installment for the Wagner Park Shelter repairs. Upon motion by Commissioner Dornseif, seconded by Chair Sutton, the Parks Commission unanimously approved the Bill List for the May meeting.

OTHER BUSINESS:

Mr. Nagel reported that he had forwarded the applications of Commissioners Melgaard and Miller to be reappointed to a 3-year term. He said that the Council accepted them and was in the process of setting a date for interviews for the candidates. The candidates said that it had been almost 2 months since their term had officially ended and asked when they'd be interviewed for reappointment. Mr. Nagel said that he'd email them on the subject.

There were no additional business items to come before Commissioners at the May 14, 2019 Parks Commission meeting.

NEXT MEETING:

Upon motion by Commissioner Melgaard, seconded by Miller, the next Regular meeting of the Parks Commission was set for Tuesday, June 11, 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 May 14, 2019 Parks Commission meeting.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the meeting was adjourned by voice vote at 5:18 PM.

Respectfully Submitted,
Mark Nagel, Assistant City Administrator