

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, JUNE 11, 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; Community Development Specialist Renee Christianson; Mayor Joe Julius; Steve Soltau; and John Wichmann.

CALL TO ORDER:

The meeting was called to order at 4:06 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 June meeting. Upon motion by Commissioner Dornseif, seconded by Commissioner Melgaard, the June Meeting Agenda was approved, as printed.

CITIZEN COMMENTS:

There were no citizen comments at the June Parks Commission Meeting.

**APPROVAL OF MINUTES OF MAY 14, 2019 PARKS
COMMISSION MEETINGS:**

Upon motion by Chair Sutton, seconded by Commissioner Miller, the Parks Commission unanimously approved the May 14, 2019 Parks Commission Minutes, as printed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

Mr. Nagel called Commissioners' attention to the 2 attached articles contained in the Agenda Packet – one on Disc Golf and one on the National League of Cities Annual Survey of Mayor Priorities for 2019 – for Commissioners' information.

UPDATES:

Mr. Nagel reviewed the May 31, 2019 ENM Parks Commission Update, which contained 16 items, with the Commissioners. Mr. Nagel commented that he would be focusing on Summer parks projects and Community Events.

Chair Sutton reported that the CCEC would be discussing the 2019 Fire Rescue Days plans at their June 11, 2019 meeting.

Commissioner Zahratka said that the next meeting of the Community Ed Advisory Board will not be until the Fall.

OLD/NEW BUSINESS:

Mr. Nagel provided an update on the SMSC Trail Grant Application 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 had been approved by the SMSC Business Council at their meeting of April 10, 2019. He called the Commissioners' attention to the Memo on recommending that the Donation Agreement with the SMSC be approved by the City Council and reviewed it with the Commission. Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the Parks Commission unanimously recommended that the City Council accept approve the Donation Agreement for trail construction with the SMSC.

Mr. Nagel said that he and Jessica Davidson from New Prague Community Ed had completed the schedule for the Summer events at Wagner Park Shelter. The events include the RAD Zoo, Mad Science, the Raptor Center, Fitness Boomers, along with movies and waterslides. This year, there were enough funds for an additional 2 weeks, since Staff was able to secure sponsorships for those weeks. The events will be every Thursday night beginning at 6:30 PM starting on June 20th. Upon motion by Commissioner Zahratka; seconded by Commissioner Dornseif, the parks Commission unanimously approved the 2019 Summer Events Programs at the Wagner Park Shelter.

Mr. Nagel said that the Planning Commission was requesting input from the Parks Commission on an application by the developer, Elko 34, LLC, regarding Park Dedication fees on a proposed residential development consisting of 23 twin homes and 23 single-family homes near Pete's Hill. Community Development Specialist Renee Christianson, along Elko 34, LLC representatives, made a presentation on the proposed development. In discussing the development as it pertains to Park Dedication, consensus of the Commissioners was that sidewalk, as shown, was acceptable and should connect to the existing trail on Pete' Hill; there was not a need for sidewalk in the cul-de-sac; and there was interest in accepting the wetland area nearest Pete's Hill in lieu of some of the Park Dedication Fee. As for accepting the wetland area off Beard Avenue in lieu of Park Dedication Fees, Commissioners and Staff were unfamiliar with the parcel, so will take a closer look at this request. No action was taken on this item.

Mr. Nagel reported on the recent goals session by City Council held on May 22, 2019. He reviewed the list of Policy Discussion Topics given to the City Council, including 3 parks-related ones – Community center, Funding Park Infrastructure, and a Community Park. He reviewed his responses to the council on each of the 3 and included those comments as part of the June Agenda Packet. No further action was taken on this item.

Based on Parks Commission comments at the May meeting, Mr. Nagel said that the course layout had been changed to include grass tee boxes and less impact on the environment. He called Commissioners attention to the map of the revised course layout in the packet and explained that major difference was to revise Hole #1 into 2 holes, so that one would not have to be built in the woods behind the gazebo. He said that other minor adjustments were made to minimize brush cutting on most of the holes, too. He said that he was still working on a revised construction schedule with Leiviska Disc Golf, but that it would likely be in late July. Upon motion by Commissioner Melgaard, seconded by Commissioner Miller, the Parks Commission unanimously approved the revised layout for the Disc Golf Course at Windrose Park.

Mr. Nagel presented the Bill List to the Commissioners – Schlomka's Portable Restrooms for services for June, 2019 for \$710.00 and Swank Motion Pictures for license to show movies at Summer events for \$1,140.00. Upon motion by Commissioner Melgaard, seconded by Chair Sutton, the Parks Commission unanimously approved the Bill List for the June 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 interviewing candidates. He said that the decision on reappointment/appointment of Parks commissioners would likely be at the June 27th City Council Meeting.

There were no additional business items to come before Commissioners at the June 11, 2019 Parks Commission meeting.

NEXT MEETING:

Upon motion by Commissioner Melgaard, seconded by Commissioner Miller, the next Regular meeting of the Parks Commission was set for Tuesday, July 9, 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 June 11, 2019 Parks Commission meeting.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Dornseif, seconded by Commissioner Zahratka, the meeting was adjourned by voice vote at 5:38 PM.

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