

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

**PRESENT:**

Present at Roll Call were Commissioner Zahratka; Commissioner Dornseif; Commissioner Melgaard and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel; Mayor Bob Crawford; and Councilmember Joe Julius.

**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 July Meeting Agenda. On motion by Chair Sutton, seconded by Commissioner Zahratka, the July Meeting Agenda was approved as printed.

**CITIZEN COMMENTS:**

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

**APPROVAL OF MINUTES OF JUNE 12, 2018 PARKS  
COMMISSION MEETING:**

Upon motion by Commissioner Melgaard; seconded Chair Sutton, the Parks Commission Unanimously approved the June 12, 2018 Parks Commission Meeting Minutes as printed.

## **APPROVAL OF MINUTES OF JUNE 26, 2018 SPECIAL PARKS COMMISSION MEETING:**

Upon motion by Commissioner Dornseif; seconded by Commissioner Melgaard, the Parks Commission unanimously approved the June 26, 2018 Special Parks Commission Minutes as printed.

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

Mr. Nagel reviewed the Pete's Hill Eagle Scout Project with Commissioners noting that Hartman Sadusky would be building 8 benches – 6 to be placed along the trail and the other 2 near Lake Elko for birdwatching, assuming permission could be obtained from the property owner. He said that the benches would be constructed on the morning of Saturday, July 14th and placed along the trail with the 2 remaining ones being placed at Windrose Park near the playground equipment pending their possible installation at Lake Elko.

## **UPDATES:**

Mr. Nagel reviewed the June 27, 2018 ENM Parks Commission Update, which contained 22 items, with the Commissioners. He noted that the SkatePark equipment had been installed and was seeing increased use, plus it was much quieter. He also mentioned that the first phase of the Rowena Pond RePurposing project- moving the playground equipment - was scheduled to be underway on Thursday, July 12th.

Chair Sutton reported that the Fire Rescue Days, which is assisted by the CCEC, was a success. Next up will be the Halloween festivities on Saturday morning, October 27<sup>th</sup>.

## **OLD/NEW BUSINESS:**

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. After further discussion on the potential use of the property by Commissioners, Mr. Nagel said that the developer had not yet made a proposal to consider, so the

item would need to be tabled until the August Parks Commission Meeting. Upon motion by Commissioner Melgaard , seconded by Commissioner Dornseif, the Parks Commission unanimously approved a motion to table consideration of the Christmas Pines Park Dedication Fee until such time as a proposal is received from the project developer.

Mr. Nagel called Commissioner's attention to an email from Leiviska Golf Design on the design for a disc golf course in Elko New Market at Windrose Park. Mr. Nagel said that he met with the company and said that the course would \$8,100, plus some brush clearing by the City. Commissioners reviewed the layout from the company and made a suggestion that none of the holes go over wetlands or water. Mr. Nagel said that he would convey that revision to the company. He said that the next step, should the Parks Commission decide to proceed, would be bring a formal agreement at a future meeting. Upon motion by Commissioner Dornseif; seconded by Chair Sutton, the Parks Commission unanimously approved concept and course layout for disc golf at Windrose Park and asked Mr. Nagel to bring back an agreement at a future meeting.

Mr. Nagel handed out a copy of the promotional materials from the National Recreation and Park Association for Park and Recreation Month. He said that he would like to use some of the social media templates on the City's website, Facebook and Twitter sites, since they're relevant to promoting the use of City parks. Consensus of the Parks Commissioners was to move forward on this project.

Mr. Nagel reviewed the offer by the N.E.W. Lions Club to donate up to \$700 for an electric stove/oven to be placed in the Wagner Park Shelter. After discussion of the pros/cons of having a stove/oven in the Shelter for use by renters of the facility, a motion was made by Chair Sutton and seconded by Commissioner Dornseif to recommend acceptance of this donation of up to \$700 by the N.E.W. Lions Club for a new electric stove/oven for the Wagner Park Shelter. Motion passed unanimously.

Mr. Nagel said that the Annual "Night to Unite" event would take place on Tuesday, August 7<sup>th</sup>. He said that the Parks Commission had approved the cost of "Dazzling Dave the YoYo Master" to go around with Police Officers to the various neighborhood parties. He noted that the Parks Commission has traditionally started the festivities by having a ribbon cutting at one of parks, plus ice cream treats for attendees. He suggested that the Parks Commission move their meeting up a week to August 7<sup>th</sup> at 4 PM and then move to Wagner Park where there would

be a ribbon cutting for the new SkatePark equipment at 5:30 PM. After the ribbon cutting, Parks Commissioners could stay and hand out ice cream treats to those attending. Upon motion by Commissioner Zahratka, seconded by Commissioner Dornseif, the Parks Commission unanimously approved to change the meeting date of the August Parks Commission Meeting to Tuesday, August 7<sup>th</sup> at 4 PM at ENM City Hall and to hold a ribbon cutting for the new SkatePark equipment at 5:30 PM that same evening.

Mr. Nagel presented the Bill List to the Commissioners – Schlomka's Portable Restrooms for \$710.00 for July services; Mad Science of Minnesota for \$325 for a Winter event at the ENM Library; American Ramp Company for \$22,181.22 for the remainder of the SkatePark equipment; and \$350 to Criterion Pictures for showing movies at 2 City events. Upon Motion by Chair Sutton; seconded by Commissioner Melgaard, 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 July 10th meeting.

### **NEXT MEETINGS:**

The next meeting of the ENM Parks Commission was requested for Tuesday, August 7, 2018 at 4 PM. Mr. Nagel that this was a week earlier than scheduled, but coincided with the annual "Night to Unite" sponsored by the Police Department. He said that traditionally the event "kicks off" with a ribbon cutting by the Parks Commission for a new park project at 5:30 PM, so rather than have the meeting a week later, he was recommending that the Parks Commission meet at 4 PM, then move to a ribbon cutting for the new SkatePark equipment at 5:30 PM with ice cream treats to be served. On motion by Commissioner Dornseif; seconded by Commissioner Zahratka, the August Meeting was set for Tuesday, August 7 that 4 PM in Conference Room B of Elko New Market City Hall with a ribbon cutting for the new SkatePark Equipment to follow at 5:30 PM at Wagner Park.

### **PARK COMMISSIONER COMMENTS:**

Parks Commissioners directed Mr. Nagel to re-mark the trail easement in Rowena Pond to insure that residents knew there may be a future trail leading to the pond.

**ADJOURNMENT:**

There being no further business to come before the Parks Commission, on motion by Commissioner Zahratka, seconded by Commissioner Melgaard, the July Parks Commission meeting was unanimously adjourned by voice vote at 5:23 PM.

**Respectfully Submitted,**

**Mark Nagel, Assistant City Administrator**