

**ELKO NEW MARKET PARKS COMMISSION  
TUESDAY, JULY 9, 2019  
REGULAR MEETING MINUTES**

**PRESENT:**

Present at Roll Call were Chair Sutton, Commissioner Miller, Commissioner Melgaard, and Commissioner Dornseif. Also present was Assistant City Administrator Mark Nagel; Community Development Specialist Renee Christianson; Community Development Intern Haley Sevensing; John Wichmann; and a representative from the New Market Baseball Association.

**CALL TO ORDER:**

The meeting was called to order at 4:05 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:**

A representative from the New Market Baseball Association, which organizes and runs the youth baseball program in the community, was present to learn more about the Parks Commission. Commissioners expressed their thanks to the association for their efforts to bring baseball and softball to the youth of the community.

**APPROVAL OF MINUTES OF JUNE 11, 2019 PARKS  
COMMISSION MEETINGS:**

Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the Parks Commission unanimously approved the June 11, 2019 Parks Commission Minutes, as printed.

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

Mr. Nagel called Commissioners' attention to the attached article contained in the Agenda Packet on Farmer's Markets. He noted that with help of Mayor Julius, a number of contacts had been made for assistance in developing one in Elko New Market. So far, he said, these efforts have not met with success, but there were still options to pursue that might lead to having one in the city.

### **UPDATES:**

Mr. Nagel reviewed the June 30, 2019 ENM Parks Commission Update, which contained 16 items, plus pictures, with the Commissioners. Mr. Nagel commented that both of the Summer Events had attendance in the 80's even though rainy weather forced their relocation to the Library's Community Room.

Chair Sutton reported that the CCEC had successfully completed another 2019 Fire Rescue Days even with the heat index making it feel like over 100 degrees. The next meeting of the CCEC will be on Tuesday, July 18<sup>th</sup> at 5:30 PM at City Hall with the Agenda focused on a recap of Fire Rescue Days and a look ahead to the Halloween Party.

### **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 8<sup>th</sup> 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 ENM City Council on Thursday, June 27<sup>th</sup> at their regular meeting. He also noted that he had discussed the project with City Engineer Rich Revering and that survey work for the trail segment was already underway. No further action was taken by the Parks Commission on this item.

Mr. Nagel said that the Planning Commission was requesting a recommendation from the Parks Commission on an application by the developer, Elko 34, LLC, regarding Park Dedication 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 with Elko 34, LLC

representative, John Wichmann, made a presentation on the proposed development. After discussion of the plan as it pertained to Park Dedication, on motion by Chair Sutton, seconded by Commissioner Melgaard, the Parks Commission unanimously made the following recommendation to the Planning Commission and City Council (1) the sidewalk, as shown in the plan, was acceptable, but connected to the existing trail on Pete's Hill; (2) there was not a need for sidewalk in the planned cul-de-sac; (3) accept the wetland area nearest Pete's Hill – Outlot A - in lieu of some of the Park Dedication Fee, assuming there was any value; and (4) accept the wetland area near Beard Avenue/273<sup>rd</sup> Avenue – Outlot B - in lieu of some Park Dedication Fees, assuming there was any value.

Mr. Nagel said that the Planning Commission was requesting a recommendation from the Parks Commission on Park Dedication on an application by Global Properties, LLC, a 68-unit apartment complex to be built along James Parkway in Dakota Acres. Haley Sevening, Community Development Intern, outlined the planned project and answered questions from the Parks Commissioners regarding the need for a park for this project. After discussion of the plan as it pertained to park Dedication, on motion by Chair Sutton, seconded by Commissioner Dornseif the Parks Commission recommended to the Planning Commission and City Council cash for the Park Dedication fee, instead of land, be accepted for this project.

Mr. Nagel reported that at their June 27<sup>th</sup> Meeting, the ENM City council had unanimously approved a motion that Commissioners Melgaard and Miller to be reappointed to a 3-year term. He said that he appreciated their work on the commission to date and looked forward to working them during their term.

Mr. Nagel presented the Bill List to the Parks Commissioners – 2 bills from Fitness Boomers for a Winter event for \$250 and a Summer event for \$275. Upon motion by Commissioner Melgaard, seconded by Chair Sutton, the Parks Commission unanimously approved the Bill List for the July meeting.

## **OTHER BUSINESS:**

Parks Commissioners directed Mr. Nagel to bring back an updated 5-year Capital Improvement Plan at a future meeting.

There were no additional business items to come before Commissioners at the July 9, 2019 Parks Commission meeting.

## **NEXT MEETING:**

Mr. Nagel said that the annual Night to Unite would be held on Tuesday, August 6<sup>th</sup> in the City. Each year for the past 7 years, the event has been “kicked off” at a City park. Two options for 2019 would be a groundbreaking for the new Disc Golf Course or for the relocation of Rowena Pond Park T-Ball diamond. Parks Commissioners preferred the Disc Golf groundbreaking at Windrose Park, if it could be done, but thought that the relocation of the Rowena Pond Park T-Ball diamond would work as a backup if the Disc Golf was not possible. Mr. nagel said that a motion would be needed to mover the Regular Meeting of the Parks Commission back a week to August 6<sup>th</sup>.

Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the next Regular meeting of the Parks Commission was set for Tuesday, August 6, 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 July 9, 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 5:12 PM.

**Respectfully Submitted,**

**Mark Nagel, Assistant City Administrator**