

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, AUGUST 7, 2018
REGULAR MEETING MINUTES**

PRESENT:

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

CALL TO ORDER:

The meeting was called to order at 4:04 PM in Conference Room A at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said that there were two (2) additional items for the August Meeting Agenda – Item 7.f. – the addition of 2 bills from Midwest Playscapes for the relocation of the Rowena Pond Playground equipment – and new Item 7.g. – Discuss Draft SkatePark Rules. On motion by Commissioner Melgaard, seconded by Commissioner Zahratka, the August Meeting Agenda was approved.

CITIZEN COMMENTS:

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

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

Upon motion by Commissioner Melgaard; seconded Chair Sutton, the Parks Commission Unanimously approved the July 10, 2018 Parks Commission Meeting Minutes as printed.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel reviewed an Article from Finance and Commerce entitled “How Economists Determine the Value of Nature” noting that outdoor recreation adds 2% of the annual Gross Domestic Product to the country’s economy, which doesn’t sound like much, but in dollar terms, it’s \$373 billion and approaches the economic value of national defense. He said that he provides articles, like this one, to help provide perspective to Commissioners on their work at the local level to enhance parks and recreation in Elko New Market.

He also handed out copies of the Summer, 2018 Minnesota Parks and Recreation Magazine for Commissioners to read, review and comment, as well as copies of the Fall, 2018 New Prague Community Ed Brochure.

UPDATES:

Mr. Nagel reviewed the July 25, 2018 ENM Parks Commission Update, which contained 20 items, with the Commissioners. Mr. Nagel said that the final Summer Event at the Wagner Park Shelter was held on Thursday evening, August 2nd with approximately 80 people attending. He said that he would have a final count of participants and concluding comments on the programs at the September meeting. He also said that the RAD Zoo, which was rained out on July 12th, has agreed to put on their show for the Community Picnic on Saturday, August 18th.

Chair Sutton reported that the focus of the CCEC will be on planning for the Halloween festivities on Saturday morning, October 27th.

OLD/NEW BUSINESS:

Mr. Nagel called Commissioner’s attention to the proposed contract with Leiviska Golf Design on the design and construction of a disc golf course in Elko New Market at Windrose Park. Mr. Nagel said that the course would cost \$8,400, plus some brush clearing by the City, and that the obligations of both the Company and the City were outlined in Section 2 of the contract. He also noted that an approval of the contract would be contingent on the company providing adequate insurance. Commissioners reviewed and asked questions regarding the contract and asked Mr. Nagel to make sure that the neighborhood is informed prior to project start. Upon motion by Commissioner Miller; seconded by Chair Sutton, the Parks Commission

unanimously approved contract with Leiviska Golf Design, LLC contingent on the company providing an acceptable insurance certificate.

Mr. Nagel shared a copy of a check from the N.E.W. Lions Club donating \$700 for an electric stove/oven to be placed in the Wagner Park Shelter. Mr. Nagel outlined criteria for consideration by the Parks Commission, including cooktop type, price, heat, cleaning, durability, and looks. After discussion of the criteria for a new electric stove/oven, motion was made by Commissioner Miller and seconded by Commissioner Dornseif to direct Mr. Nagel to bring back options for purchasing a new electric stove/oven for the Wagner Park Shelter that included the following criteria: white color, coil cooktop, at least a 5 cubic foot, self-cleaning oven at a cost not exceed \$700. Motion passed unanimously.

Mr. Nagel said that it had been another successful Summer for the archery program, which was staffed by Three Rivers Park District. He presented an email from their Staff asking that the City consider purchasing the following for next year: (1) an additional 2 left eye dominant bows; (2) three mini bows - for the kids that run smaller in size - easier to pull back; (3) more arrows; and (4) hard-sided cases for the bows. Mr. Nagel said that there may be funds available from the State of Minnesota DNR to purchase these items, but that it would take time to determine the estimated costs and write the grant should one be available. If a grant was not available, then he would be back possibly at the September meeting with other funding options. Upon motion by Commissioner Zahratka; seconded by Commissioner Melgaard , the Parks Commission unanimously approved a motion to direct Mr. Nagel to develop funding options, including submitting a grant application, for additional and replacement archery equipment.

Mr. Nagel noted that the first phase of the Rowena Pond RePurposing project-moving the playground equipment - was underway and should be completed by August 9th. He said that the next step would be to meet with the City Engineer about options for improving the drainage behind the homes off of Knight's Road adjacent to the Rowena Park and then presenting them to residents. No further action was taken on this item.

Mr. Nagel said that the Annual "Night to Unite" event would take place during the evening after this meeting of Tuesday, August 7th. 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 said that this

meeting would 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 would then adjourn this meeting.

Mr. Nagel presented the Bill List to the Commissioners – Pony Parties Express, LLC for \$475.76 for the July 26th Wagner Park Summer Event; \$540 to Dazzling Dave for the Night to Unite Event; \$6,800.00 for relocation of the Rowena Pond playground equipment; and \$1,050.00 for 25 border timbers for the Rowena Pond playground equipment. Upon Motion by Commissioner Miller; seconded by Commissioner Dornseif, the Parks Commission unanimously approved the Bill List as presented.

Mr. Nagel presented a draft of the SkatePark Rules and Regulations to Parks Commissioners. He said that he had drafted them to fit on one sign, but he was not satisfied with wording of some of the rules. After discussion he asked that the Parks Commissioners take a look at the draft and make some recommendations on the version in time for the September Parks Commission Meeting. No further action was taken on this item.

OTHER BUSINESS:

There were no additional business items to come before the Parks Commission at the August 7th meeting.

NEXT MEETING:

On motion by Commissioner Dornseif; seconded by Commissioner Zahratka, the next meeting of the ENM Parks Commission was requested for Tuesday, September 11, 2018 at 4 PM in Conference Room B of Elko New Market City Hall.

PARK COMMISSIONER COMMENTS:

There were no additional comments provided at the August Parks Commission Meeting.

ADJOURNMENT:

The Parks Commission moved the meeting to the Ribbon Cutting Ceremony for the new SkatePark equipment at Wagner Park, which was being held in conjunction with Night to Unite. There being no further business to come before the Parks Commission, upon motion by Chair Sutton, seconded by Commissioner Dornseif, the meeting was adjourned by voice vote at 6:18 PM.

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