

**ELKO NEW MARKET PARKS COMMISSION
REGULAR MEETING AGENDA
TUESDAY, JUNE 12, 2018 @ 4:00 PM
Elko New Market City Hall**

- 1. Call to Order/Roll Call**
- 2. Approve Agenda**
- 3. Citizen Comments**
- 4. Approval of Minutes of April 10, 2018 Parks Commission Meetings (Attached) and Minutes of May 10, 2018 Attached)**
- 5. Petitions, Requests, and Communications**
 - a. Articles on SMSC Ribbon Cutting on May 10, 2018 (Attached)**
- 6. Updates:**
 - a. Review Parks Commission Update for May 30, 2018 (Attached)**
 - b. CCEC Update (Chair Sutton)**
 - c. 2018 Fire Rescue Days Schedule (Attached)**
- 7. Old/New Business**
 - a. Consider Approval of Final Draft of Summer Programs at Wagner Park Shelter (Attached)**
 - b. Recommendation to Planning Commission Re: Dakota Acres, First Addition**
 - c. Recommendation to Planning Commission Re: Sylvester Meadows Concept Plan (Attached)**
 - d. Review Disc Golf Proposal for Pete's Hill (Attached)**
 - e. Discuss Draft 2019 Parks Department Budget (Attached)**
 - f. Discuss Community Survey Results (Attached)**
 - g. Consider Approval of Bills (Attached)**
- 8. Other Business**
- 9. Set Next Meeting**
 - a. Regular Parks Commission Meeting on Tuesday, July 10, 2018 @ 4 PM @ ENM City Hall**
- 10. Park Commissioner Comments**
- 11. Adjournment**

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

PRESENT:

Present at Roll Call were Commissioner Emily Dornseif; Commissioner Dennis Melgaard; Commissioner Miller; and Chair Mike Sutton. Also present was Assistant City Administrator Mark Nagel, Mayor Bob Crawford, and Mark Bergstrom, New Market Baseball Club.

CALL TO ORDER:

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

APPROVE AGENDA:

Mr. Nagel said there were no additional items to the April Parks Meeting Agenda. Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the April Meeting Agenda was unanimously approved by the Parks Commission.

CITIZEN COMMENTS:

Mark Bergstrom, 255 James Parkway, was present to discuss the need for a new baseball field that accommodated 90-foot bases. He said that the baseball program was growing and would continue to do so as the population grew. Mr. Nagel noted that the future need for a Community Park had been identified by the Parks Commission in the Comprehensive Plan, along with the need to provide funds to its construction. Commissioners noted that discussions should take place to identify possible locations and funding sources for a Community Park. Mr. Nagel said that he would put together a working group to look at possible approaches to developing a Community Park. No further action was taken by the Parks Commission on this request.

APPROVAL OF MINUTES OF FEBRUARY 13, 2018 PARKS COMMISSION MEETING:

Upon motion by Chair Sutton, seconded by Commissioner Dornseif, the Commission unanimously approved the Parks Commission Minutes for the March 20, 2018 meeting, as printed, by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel said that he had been approached by a resident, Michelle Moschkau, 4104 Shelly Lane, regarding installing a bench overlooking Elko Lake to watch trumpeter swans and other migrating birds. Mr. Nagel said that the bench would be removed for the Winter after migration was concluded. He also noted that a bench built by one of the Eagle Scout could be placed there with the permission of the property owner. Consensus of the Parks Commission was for Mr. Nagel to move forward with implementing the request by Ms. Moschkau.

Mr. Nagel presented a request by EagleView Elementary School PTO President Christie Will to co-sponsor the June 21st Free Family Fun Night at Wagner Park. He noted that the PTO would provide the movie, while the Parks Commission would likely add waterslides for the event. Consensus of the Parks Commissioners was for Mr. Nagel to work with the PTO on co-sponsoring the event, but that concessions should not be sold since these events were intended to be free for families.

UPDATES:

Mr. Nagel reviewed the March 30, 2018 ENM Parks Commission Update, which contained 20 items, with the Commissioners. He noted that the Fence Request from the Elko Express would be finalized at the April 12th City Council Meeting and that he would report on their decision in the April 27 Parks Commission Update.

Chair Sutton reported that the Egg Hunt on Saturday, March 24th at 10 AM at EagleView Elementary School was not held due inclement weather.

Mr. Nagel reviewed the 2018 Parks Department Financials through the month of February with Commissioners. He said that current expenditures were at 13.4% of

the total budget, which is “on target” with the 14% estimate for budgeted expenditures.

OLD/NEW BUSINESS:

Mr. Nagel said the Final Draft of the Rowena Pond Park RePurposing Plan, including the phasing and costs, were presented to City Council on January 25th. He told the Council that the preliminary estimate for the project was around \$225,000, not including contingency, and would be done in 3 phases beginning this year. At their February 8th Meeting, the City Council approved the RePurposing Plan with one minor revision – a dirt infield, instead of a grass infield. Mr. Nagel said that the Parks Commission was now moving forward with the implementing the Plan with the first step being moving the playground equipment by Midwest Playscapes. Mr. Nagel said that he was waiting to hear back from the City Attorney on whether or not he could accept the one price quote received for the project before signing the proposal from Midwest Playscapes. As part of the project, the purchase of engineered wood fiber was needed to put around the playground equipment. He said that three (3) bids were received for 100 CY of engineered wood fiber – Midwest Playscapes for \$2,122; Minnesota Wisconsin Playground for \$2,125, and the low bid from Flagship Recreation for \$2,107.43 (also confirmed by the Minnesota State Contract). Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the Parks Commission unanimously approved purchasing 100CY of engineered wood fiber from Flagship Recreation for an amount not to exceed \$2,107.43.

Mr. Nagel said that, once again, the Elko Express and the Parks Commission had been successful in applying to hold a Twins Clinic. Unfortunately, the only date available for the Twins Clinic was Saturday, May 26th – Memorial Day Weekend. As a result, the Twins wanted confirmation of intention to participate, which the Parks Commission approved at the March Meeting. Mr. Nagel called Commissioners’ attention to the Youth Clinic Guide provided by the Twins and noted that the times were now set at 10 to 11:30 AM for Boys and Girls from ages 6 to 9 years old and 11:30 AM to 1:30 PM for Boys and Girls from ages 10 to 13 at Fredrickson Field on Saturday, May 26th. And, once again, the event was free, so there’s no registration required. Mr. Nagel handed out a copy of the poster that would be placed on the City’s website, Facebook page, and Twitter account to inform the community. No further action was taken on this item by the Parks Commission.

Mr. Nagel said that Mayor Crawford at the March Meeting had reminded the Parks Commission that it would be good to hold an additional ribbon cutting for the contribution that the Shakopee Mdewakanton Sioux Community made for the construction of the Pete's Hill "Lookout" Project. Consensus of the Parks Commission was to schedule it for Thursday, May 10th at 5PM at Pete's Hill, which would mean that the Parks Commission May Meeting would be moved from Tuesday, May 8th to May 10th and would be prior to the regularly scheduled City Council Meeting. Mr. Nagel said that he would see if that date and time would work out for the ribbon cutting and let the Parks Commission know of any firm plans. No further action was taken by the Parks Commission on this Agenda Item.

Mr. Nagel reviewed the 2018 Community Survey questions with Commissioners. He noted that a comprehensive survey of residents is done every three (3) years as part of measuring performance of city services and programs. He reviewed the 15 questions having to do with parks and recreation programs, which were the same as the previous two (2) surveys. He said the results should be ready by the June Parks Commission meeting. There were no revisions to the proposed questions by Commissioners. No further action was taken on this item.

Mr. Nagel said that he had received a request from a resident to rent the Wagner Park Shelter on the first Saturday in October 6th, which is after the traditional closing date of October 1st. He said that rentals start on May 1st each year, so the season would be May 1st to October 8th for Wagner Park Shelter rental for 2018, if approved by the Commission. On motion by Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the 2018 season for the Wagner Park Shelter from May 1st to October 8th.

Mr. Nagel presented the Bill List to the Commissioners – Swank Movie Licensing for \$437; Schlomka's Portable restrooms for \$260; and Amazon Services for replacement chairs for the Wagner Park Shelter for \$74.98. Upon motion by Commissioner Miller, seconded by Commissioner Dornseif, 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 April 10th meeting.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, May 8, 2018 at 4:00 PM in Conference Room A of Elko New Market City Hall. If the Ribbon Cutting for Pete's Hill was set for Thursday, May 10, then the Parks Commission Meeting would be moved to 4 PM on that day.

PARK COMMISSIONER COMMENTS:

There were no comments provided at the April Parks Commission Meeting by Parks Commissioners.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Melgaard, seconded by Chair Sutton, the meeting was adjourned by voice vote at 5:21 PM.

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

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

PRESENT:

Present at Roll Call were Commissioner Eve Zahratka and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel and Mayor Bob Crawford. Chair Sutton declared that a quorum wasn't present to formally approve items, but that discussion on the Agenda items could take place.

CALL TO ORDER:

The meeting was called to order at 4:07 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel passed out an updated Agenda for the meeting that included additional business items on a request for a water fountain at Wagner Park; Review of the Summer Program Schedule at the Wagner Park Shelter; Discussion on the KOMO Heights Subdivision; and two more bills for approval.

CITIZEN COMMENTS:

There were no citizens present at the May Parks Commission Meeting to make comments; however, Mr. Nagel said that he would be presenting a request from a citizen later on in the meeting for at water fountain at Wagner Park.

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

There was not a quorum present of Parks Commissioners, so this item was tabled until the June 12, 2018 meeting.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel handed out an article from the National Recreation and Parks Association on parks stewardship, which provided some interesting statistics on how citizens felt nationally about the role of parks and recreation in their daily lives. It should provide some interesting comparisons to the community survey results that should be ready for the June Parks Commission meeting.

Mr. Nagel also passed out a copy of the Spring, 2018 issue of the Minnesota Recreation and Parks Magazine to Commissioners.

UPDATES:

Mr. Nagel reviewed the April 27, 2018 ENM Parks Commission Update, which contained 20 items, with the Commissioners. He noted that the Fence Request from the Elko Express was finalized at the April 12th City Council Meeting and that he was waiting for them to get back to him on the fence design and schedule.

Chair Sutton reported that the CCEC had not met since the April Parks Commission meeting, so he would have an update at the June Parks Commission Meeting. He noted that the focus is on Fire Rescue Days, which is coming up beginning on June 21st.

Mr. Nagel reported that a Park Dedication Fee of \$38,000 had been paid by developers of the Boulder Pointe 7th Addition for 19 lots of housing.

OLD/NEW BUSINESS:

Mr. Nagel called Commissioner's attention to an email from Leiviska Golf Design offering to design and build a disc golf course in Elko New Market at either Pete's Hill or Windrose Park. Mr. Nagel said that he would schedule a meeting with the company and report back at the June Parks Commission meeting, if Commissioners were interested. Consensus of the Commissioners present was for Mr. Nagel to meet with company and report back at the June Parks Commission meeting.

Mr. Nagel handed out a Memo from Jessica Davidson regarding the tentative "lineup" for the Summer Family Fun Nights at the Wagner Park Shelter. Once again, he said, there will be 7 events – one of which is in support of Night to

Unite” – on Thursday evenings. The total cost, he noted, will be around \$3,000, including the Coordinator’s time and expenses. Consensus of those Commissioners present was to move forward in scheduling the events with consideration of final approval at the June Parks Commission Meeting.

Mr. Nagel shared an email he had received from a resident, Robert Satrom, regarding a water fountain for Wagner Park with the Commissioners present. While concerns were expressed regarding vandalism, consensus of those present was to explore the options and bring the item back for further discussion at the June Parks Commission Meeting. No further action was taken on this item by the Parks Commission.

Parks Commission members present reviewed the KOMO Heights subdivision plan. Their thoughts were that they would like to have a trail easement around the pond for a future trail that would connect with the trail easement on the other side of the pond, but were open to options as to where the easement for the trail would be placed to get to the pond. Mr. Nagel said that the developer would be present at the May 22nd Project Staff Meeting for further discussion and he would convey these initial thoughts. He said that he would bring back results from the Project Staff Meeting at the June 12th. No further action was taken.

Mr. Nagel and Mayor Crawford reviewed the Agenda for the ribbon cutting for the financial contribution that the Shakopee Mdewakanton Sioux Community made for the construction of the Pete’s Hill “Lookout” Project, which would take place at 5 PM this afternoon. The meeting would move to the “Lookout”, but return to City Hall for Adjournment after the ribbon cutting.

Mr. Nagel reviewed the 2018 Parks Department Financials through the month of April with Commissioners. He said that the City Council approved a budget of \$171,234.00 for the Parks Department for 2018. Through April 30, 2018, expenditures total \$38,162.96, or about 22.3%, of the total budgeted. We are well under the 33% guideline for the first 4 months of 2018.

Mr. Nagel presented the Bill List to the Commissioners – Amazon Services for portable signs for \$156.48; Reptile and Amphibian Discovery Zoo for their Winter Program for \$260.00; and Falgship Recreation for Engineered Wood Fiber for \$2,107.43. There was not a quorum present of Parks Commissioners, so this item was tabled until the June 12, 2018 meeting.

OTHER BUSINESS:

There were no additional business items to come before the Parks Commission at the May 10th meeting.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, June 12, 2018 at 4:00 PM in Conference Room B of Elko New Market City Hall.

PARK COMMISSIONER COMMENTS:

There were no comments provided at the May Parks Commission Meeting by Parks Commissioners.

PETE'S HILL "LOOKOUT" RIBBON CUTTING

At 4:48 PM, the Parks Commission and City Council, together with invited guests, held a ribbon cutting at the new "lookout" at the top of Pete's Hill. The Shakopee Mdewakanton Sioux Community were thanked for assisting in the funding of the "lookout" by the City Council and Parks Commission.

ADJOURNMENT:

There being no further business to come before the Parks Commission, the May Parks Commission meeting was adjourned by voice vote of Commissioners present, at 5:56 PM.

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

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OTHER BUSINESS:

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ADJOURNMENT:

There being no further business to come before the Parks Commission, the May Parks Commission meeting was adjourned by voice vote of Commissioners present, at 5:56 PM.

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



Submitted Photo

At the ribbon cutting ceremony for a new trail at Pete's Hill Park on Thursday, May 10, in Elko New Market are (from left) Shakopee Mdewakanton Sioux Community Tribal Administrator Bill Rudnicki, Planning Commissioner Eve Zahratka, Park and Recreation Commission Chair Mike Sutton, Shakopee Mdewakanton Sioux Community Chairman Charles R. Vig, Elko New Market Mayor Bob Crawford, council members Josh Berg, Joe Julius and Trish Timmons and City Administrator Tom Terry.

ENM and Shakopee Mdewakanton celebrate opening of new trail

With the cutting of a ribbon on Thursday, May 10, Elko New Market city officials and Shakopee Mdewakanton Sioux Community (SMSC) leaders officially opened a new section of a bicycle and pedestrian trail that sits atop Pete's Hill Park.

The new trail connects the park's main bicycle and hiking path to a scenic overlook on the top of Pete's Hill, the highest point in Scott County. The new trail is now handicap accessible and replaces a previously unpaved steep trail. Also, the top of the hill features native plants, a memorial bench and educational panels. The new trail

was made possible in part by a \$36,000 grant from the SMSC.

"The new and improved trail offers fantastic views that all of our residents can enjoy, as well as new opportunities for people to learn about the park and our community," said Elko New Market Mayor Bob Crawford. "I can't wait to see people enjoy this new feature, and I am thankful to the Shakopee Mdewakanton Sioux Community for making this project possible."

"Trails like this benefit the entire region giving everyone a new opportunity to enjoy time outdoors, stay active

and engage with nature," said SMSC Chairman Charles R. Vig. "We are happy to have partnered with the city on this new community asset."

A portion of the SMSC grant also funded the final segment of the trail along Xerxes Avenue that connects Elko New Market and New Prague. This segment was completed in fall 2014. This grant was part of a \$366,000 grant package from the SMSC that funded five Scott County trail projects, including trails in New Prague, Prior Lake, Savage and Shakopee.

http://www.southernminn.com/lonsdale_area_news_review/community/article_4ee0aa0b-9200-5851-8703-422672b8ea54.html

New multi-use trail opens in Elko New Market

Suzy Rook May 10, 2018

A new section of a bicycle and pedestrian trail in Elko New Market officially opened during a ribbon cutting ceremony with city officials and Shakopee Mdewakanton Sioux Community leadership.

The new trail segment in Pete's Hill Park connects the park's main bicycle and hiking path to a scenic overlook on the top of Pete's Hill, the highest point in Scott County. It replaces a previously unpaved trail that was steep and not handicap accessible. The new path is handicap accessible, and the top of the hill now features native plants, a memorial bench, and educational panels. This trail was made possible in part by a \$36,000 grant from the Shakopee Mdewakanton Sioux Community.

"The new and improved trail offers fantastic views that all of our residents can enjoy, as well as new opportunities for people to learn about the park and our community," said Elko New Market Mayor Bob Crawford. "I can't wait to see people enjoy this new feature, and am thankful to the Shakopee Mdewakanton Sioux Community for making this project possible."

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A portion of the SMSC grant also funded the final segment of the trail along Xerxes Avenue that connects Elko New Market and New Prague. This segment was completed in fall 2014. This grant was part of a \$366,000 grant package that funded five trail projects, including trails in New Prague, Prior Lake, Savage, and Shakopee.

Suzy Rook

Reach Regional Managing Editor Suzanne Rook at 507-333-3134. Follow her on Twitter @rooksuzy

ENM Parks Commission Update

May 30, 2018

1. The City Council approved a budget of \$171,234.00 for the Parks Department for 2018. Through April 30, 2018, expenditures total \$38,162.96, or about 22.3%, of the total budgeted. We are well under the 33% guideline for the first 4 months of 2018.
2. Thanks to Chair Sutton and Commissioner Zahratka for attending the ribbon cutting for the Pete's Hill "Outlook" on May 10th. It went very well and the SMSC was so impressed with the work that they may decide to do the grant program for trails in Scott county communities again.
3. The Rowena Pond Park RePurposing Master Plan is now underway! With the approval of relocating the playground equipment by the Commission on March 20th, Midwest Playscapes is looking to do the work in June, but no set date is currently scheduled. Once scheduled, it'll take 2 days to complete the work.
4. It is also time to refresh the engineered wood fiber for all the City playgrounds! I have notified the low bidder, Flagship Recreation, that their bid for 100 CY was the lowest at \$2,107.43. The wood fiber was delivered on Friday, May 4th to the Public Works Building. Most of it will be used in conjunction with the relocation of the Rowena Pond playground equipment in June.
5. The Skatepark is now open! It opened on Tuesday, May 15th and will be open during regular park hours. I've received one complaint from Mr. Luxmore about the noise and after hour skating, which I'm addressing with the help of the Police Department.
6. To date, we have been unable to sell the current SkatePark equipment, so we've lowered the price from \$2,750 to \$1,500, which would include removal. If we are unable to sell it, then it will be sold for scrap metal value.
7. The first installment for the SkatePark equipment was made in January - \$22,181.33. The equipment is now being manufactured and is tentatively set for installation the Week of June 4th.
8. I have purchased the posts for the 2 Little Free Libraries to be installed in City parks – one near the digital sign board in front of City Hall and one in Wagner Park. I will now purchase a third Little Free Library for Little Windrose Park to go along with the installation of the one near the digital

sign and the one at Wagner Park this Spring. The Eagle Scout that I thought would take on this project has decided not to, so the Little Free Libraries will be put as the Public Works Department gets time to do it.

9. Hand dryers were purchased for the Wagner Park Shelter to replace the towels. Not only is it a cheaper solution, but it will be “greener”, too. Public Works has installed the hand dryers and will remove the towel holders and soap dispensers when they get time.
10. Speaking of Summer, all the programs offered in Elko New Market by Lakeville Community Ed and New Prague Community Ed are on the City’s website under the Events Tab...there are a total of 54 and there’s something to do for any age! Thanks to Stephanie for getting them online!
11. The first Family Archery program of the Summer was held Saturday, May 19th at Windrose Park with a full class of 12 participants. Thanks to the PW Department for their help in setting up/taking down the equipment!
12. Once again, it’s “Budget season”. I will be meeting with the City Administrator and Accountant on Friday, June 1st on the Preliminary Budget for the Parks Department. I will have an update for you at our June 12th Parks Commission Meeting.
13. I have purchased 3 new A-Frame Displays to use for announcing our Summer Programs. They will be placed along CSAH 2 the week of each event in hopes of increasing attendance. They will also be used by the CCEC for their events, too.
14. The Elko Baseball Team request for a fence that would surround Old Elko City Hall Park. The City Council approved the concept of movable gates that will only be closed during ballgames and approved an Encroachment Agreement, which legally addresses the design, installation and maintenance of the fence, at the April 12th City Council Meeting. The Team has now provided the City Attorney with the proper deed indicating their ownership, so now the Agreement can be signed by both parties and the project can move forward once the reimbursement for the city Attorney’s expenses is received.
15. The streetlight request for Pete’s Hill was approved on the December 7th City Council Meeting. As recommended by the Parks Commission, the light will be paid for out the City’s Contingency line-item and the monthly utility cost would be taken from the Park’s Budget. I will be in touch with MVEC on the installation of the light.

16. The City...and the Parks Commission...have a new park! Boulder Heights, Outlot A, was officially transferred to the City for park purposes on 12/27/17. It is expected that the trails surrounding the wetland area will be constructed sometime this Fall. As the time gets closer, we'll talk more about a name for the park, a possible schedule for improvements, and expected Park Dedication fees from the subdivision to build it.
17. I met with Soccer Coordinator, Melissa Sulich, on the upcoming Fall program at EagleView Elementary School. As in the past, the Public Works Department will be mowing and lining the 10 soccer fields. The season will get underway on July 31st and will run on Tuesday and Thursday nights from 6:15 to 8:15 through September 6th with Annual Soccer Jamboree on Saturday, August 18th. Our new Soccer Coordinator for the Summer will be Aga Franek, who will be the City's contact for the program.
18. I met with Michelle Moschkau after the April meeting to discuss her request for a bench along the CSAH 91 bike/hike trail for resting and watching the annual migration of trumpeter swans, and other birds, that stop on the pond. The best viewing is not on city-owned property, so I contacted the property owner, who is still considering it.
19. Also from the May meeting, I am following up on a request from resident Robert Satrom about the potential for a water fountain at Wagner Park. There was one there before, but it was vandalized several times, so was not replaced when the new Park Shelter went in. I am checking to see if one could be attached to the Shelter and on possible "stand alone" sites. I hope to have a further update at the June Meeting.
20. At the Project Staff Meeting on May 22nd, the KOMO Heights subdivision plan was discussed. I indicated that the Parks Commission would like to see an access to Rowena Pond, so that a trail could be built around it. There are topography problems (steep slope) that may make it costly to construct a paved trail that would be handicapped accessible. This is likely to be on our June 12th Agenda.
21. Also on the June 12th Agenda will be a recommendation to the Planning Commission on the Sylvester Meadows Concept Plan, which is a 10 SF home development in The Farm off of Aaron Road. The main focus will be on the planned trail that runs south of property.
22. Summer Family Fun Nights at the Wagner Park Shelter are now set! Marketing has already started on the City's website, so take a look and those Commissioners with access to neighborhood Facebook pages can

help by posting it. Thanks to the Eagle View PTO for sponsoring the June 28th event with Inflatable Waterslides, movie and safety demo by the Police Department...popcorn, too! Also, to Commissioner Zahratka, who is sponsoring the Como Zoo event on August 2nd! Special thanks to Stephanie, who always does a great job with the graphics and advertising for the events...and, last, but not least, to Jessica Davidson from New Prague Community Ed for hosting these events!

23. Also on the June Meeting Agenda will be a proposal for a Disc Golf Course at Windrose Park. On Monday, May 14th, representatives from Leiviska Golf design and me toured Pete's Hill, Windrose Park, and Wagner Park as possible sites for a 9-hole course with Windrose Park being the best place for it. As noted previously, I expect the cost to be in the range of \$8,000 to \$10,000.
24. As you know, the Twins Clinic was in town on Saturday, May 26th at Fredrickson Field! The times were 10 AM to 11:30 AM for 6 to 9 year old boys and girls – about 24 attendees - and 11:30 AM to 1 PM for 10 to 13 year old boys and girls – about 28 participants. The turnout was good considering the Memorial Day Weekend! The Parks Commission provided water and coffee for the event...thanks go to Chair, Mike Sutton for helping out and making the event a success.
25. Another reminder that the next Parks Commission Meeting will be on Tuesday, June 12, 2018 at 4:00 PM at ENM City Hall. It looks like a busy one!

75 872 / 919 26943

EDWARD F. OR YVONNE ZAHRAKKA
P.H. 952-461-3427
P.O. BOX 61
ELKO, MN 55020

DATE May 11, 2018

PAY TO THE ORDER OF *Elko New Market Parks + Rec* \$ *200.00*

Security Features Available on Back



DOLLARS

Two Hundred + 00/100

NEW MARKET BANK
New Market - Lakeville - Prior Lake
www.newmarketbank.com
(952) 488-1800
(952) 440-5454

Donation for kids events of Zahratka

MEMO :0919087261: 20 756 211 6943

MP

2018 Fire Rescue Days

Elko Speedway - Official Sponsor of Fire Rescue Days

June 20 - 24

Wednesday, June 20

- 5-7 pm - HOPE Community Food Shelf Event, Wagner Park - More information at www.facebook.com/hope4thecommunity/

Thursday, June 21

- 6:30 pm - FREE Family Fun Night - Mad Science; It's bound to get messy! Sponsored by Elko New Market Parks Commission & New Prague Community Ed - Wagner Park Shelter - Free Popcorn!

Friday, June 22

- 11 am - Chamber of Commerce Golf Tournament: Boulder Pointe Golf Course, 9575 Glenborough Drive - registration at 10 am, shotgun start at 11 am
- 5-8 pm - N.E.W. Lions Steak Dinner: 450 Main Street. Tickets are limited; \$25 pre-sale or \$30 at the door. Tickets available from Lions Club members, the Doublewide, Leo's, Fish Rock or call Tim Simon at (651-341-1406).
- 8 pm - Live Pro Wrestling Event: Doublewide Parking Lot, tickets are available at the door - \$15 adults/\$10 kids

Saturday, June 23

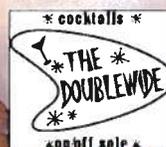
- 7:30 am - Fire Rescue Days 1K and 5K Run sponsored by the Windmill Animal Rescue Non-Profit Organization, 7:30 check-in at the Elko New Market Police Department, 26518 France Avenue
- 11 am - Beer Gardens and Karaoke Dave sponsored by ENM Fire Dept. Relief Assn.
- 1 pm - Community Parade, route starts at City Hall ends at Wagner Park
- After Parade - Food, Games & Fun at Wagner Park - 121 Todd Street
- 6 pm - Elko Speedway - NASCAR racing at Elko Speedway, gates open at 5. More information at elkospeedway.com
- Fire Relief Dance, Beer Garden and Silent Auction - 450 Main Street
~ 5 pm - River Rats Dueling Pianos ~ 9:30 pm - Lost Highway

Sunday, June 24

- 8 am to noon - Troop 325 Boy Scouts - Pancakes in the Park
- 10 am - Community Church Service in Wagner Park

ELKO!

Racing • Eve of Destruction • Drive-In



For more information go to www.ci.enm.mn.us or enmchamber.org

ELKO NEW MARKET

2018 FREE Family Fun Nights

Wagner Park, 6:30 p.m. (Rain or Shine)

June 21st 



“Mad Science” The
Outdoor Show

June 28th 



“The Boss
Baby” Movie Safety Demo



Summer

July 12th



RAD Zoo

July 19th 



July 26th



Ponies Parties
Express Pony Rides

August 2nd



Como Zoo
“Let’s Get Buggy”

WATER SLIDE ON THESE NIGHTS
from 5:30 – 8:30 p.m.
June 28th & August 2nd
*Kids bring your bathing suits
and towels!*



Popcorn will be
served on nights
with this picture.



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: BERNIE MAHOWALD
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RICH REVERING, CITY ENGINEER, BOLTON & MENK
CONCEPT PLAN REVIEW OF SYLVESTER MEADOWS, CONSISTING OF 10
SINGLE FAMILY RESIDENTIAL LOTS ON APPROXIMATELY 41.08849ACRES
DATE: NOVEMBER 10, 2016

Background / History

Bernie Mahowald, representative of The Farm Development Co, LLC, submitted to the City a concept plan showing 10 residential lots on approximately 41.08849 acres and requested feedback regarding the concept plan. The drawing was received by way of U.S. mail on November 2, 2010. The drawing was prepared by Valley Surveying Co., was titled "Planned Unit Development Sketch of Sylvester Meadows", and was undated. It is noted that the concept plan is submitted for high-level feedback and lacks utility information and engineering details.

The purpose of this memorandum is to provide preliminary feedback regarding the concept plan which can inform elected and appointed officials, and can be incorporated into future concept plan or development plan submittals.

City staff has referred to the following City adopted ordinances and plans when reviewing the Sylvester Meadows Concept Plan:

- 2030 Comprehensive Land Use Plan
- Zoning Ordinance
- Subdivision Ordinance
- Sanitary Sewer Plan
- Water Plan
- Stormwater Plan

Neighborhood Conditions

To the north and northwest of the proposed development are single family residential homes. To the east, south, and southwest of the proposed development is undeveloped rural residential properties and undeveloped land. The area to the south is also a large wetland area which will be noted later in this report. The proposed development is generally compatible with the surrounding land uses.

Legal Description

The proposed development consists of five properties, four small platted outlots and one large unplatted parcel. The PID #'s, lot sizes, and legal descriptions are as follows:

23-024058-0 – approximately .35573 acres – Outlot C, The Farm 3rd Addn
23-024059-0 – approximately .10704 acres – Outlot D, The Farm 3rd Addn
23-024060-0 – approximately .29803 acres – Outlot E, The Farm 3rd Addn
23-024062-0 – approximately .44353 acres – Outlot G, The Farm 3rd Addn
23-928045-0 – approximately 39.88416 acres – The NW ¼ of the SE ¼ of Section 28, Township 113W, Range 21N, Scott County, Minnesota.

Comprehensive Land Use Plan

The city's comprehensive land use plan guides the properties to a "Low Density Residential" land use designation. The comprehensive plan contains the following language regarding the Low Density Residential District:

"Objective: This classification is characterized by a low to medium range of residential densities that provide opportunities for a variety of housing options. Single family detached homes at the lowest of the urban densities are typical uses. Lower densities are often required to preserve and protect environmentally sensitive land. Single family attached dwellings such as duplexes, townhomes, and four-plexes should be allowed and may be mixed with detached homes in Planned Unit Developments. Support facilities that are compatible with neighborhoods and accessory uses are allowed within this District.

Development Location Criteria: • The characteristics of a proposed development will be based upon consideration of several factors including, but not limited to, topography, geography, existing development and character of the surrounding area, transportation system access, and market conditions. • Final density and development design will be a function of adopted zoning and subdivision standards and procedures.

Density: The average density is 2.7 dwelling units per net acre, with a range of 2 to 5 units per net acre. Minimum Requirements for Development: • Lot sizes typically are 10,000 – 12,000 square feet, but can be larger or smaller depending on the type of development and the specific property's characteristics. • The minimum area for Planned Unit Developments should be 10 acres in order to provide for the open space and mix of housing styles at higher densities, but may be smaller based on the benefit provided to the City or the objectives of the City. • Public street frontage is required for all development, unless alternate access is expressly approved by the City for a Planned Unit Development or similar arrangement.

Typical Uses: Single family detached dwellings; other dwelling designs (townhomes, four-plexes and retirement complexes or other similar residential varieties) by Conditional Use Permit and/or Planned Unit Development; schools, churches, recreational open space, parks and playgrounds, and public buildings."

The proposed use of the property meets the intent of the guided land use for the area. The development does exceed the guided density of 2.7 dwelling units per net acres. The current concept plan indicates 10 housing units on an estimated 41.088 net acres (acreages obtained from Scott County GIS system will be refined as additional survey work is provided).

Zoning

The proposed development contains five existing parcels. The four smaller parcels are currently zoned R1 Suburban Single Family Residential District and the one larger parcel is currently zoned UR, Urban Reserve.

Development of the property as shown on the concept plan requires rezoning of the larger (39.88 acres) parcel to R1, or rezoning of the entire property (five parcels) to PUD.

The City's typical low density residential district is R-1, Suburban Single Family Residential District, and has minimum lot size requirements of 12,000 square feet and minimum lot width requirements of 85'. The minimum lot width requirement would be measured at the building setback line. Lot size and width details are not shown on the concept plan, however, staff suspects that all proposed lots meet the minimum lot size criteria, and that all lots meet the minimum lot width criteria with the exception of Lots 4, 5 & 6.

Staff recommends that the properties be zoned R1, Suburban Single Family Residential, and that Lots 4, 5 & 6 be adjusted to meet the minimum lot width requirement of 85' at the building setback line.

Lot Size

The minimum lot size in the R1 zoning district is 12,000 square feet. Proposed lots should meet the minimum lot size requirement of 12,000 square feet.

Setbacks

The setback requirements in the R1 zoning district are as follows:

- Front setback – 30'
- Side setback – 10'
- Side setback for corner lot – 25'
- Rear setback – 30'

Height Requirements

Structures shall not exceed 35' in height in the R1 zoning district.

Landscaping

There are no specific landscaping requirements associated with development of the property. Two trees must be planted upon each lot at the time of building permit, sod placed in the front and side yards, and rear yards must be seeded, hydroseeded or sodded. These requirements are placed on the builder rather than the developer.

Tree Preservation

Section 12-9-9 of the City's Subdivision Ordinance contains Tree Preservation and Replacement regulations. A tree inventory must be completed which identifies the location of all significant trees on the property. 40% of the significant trees must be protected as part of the development.

Easements

The Subdivision Ordinance requires that 10' wide perimeter easements and 5' wide interior easements be dedicated along all lot lines.

Sanitary Sewer

There is an existing 8" gravity sewer line located in Aaron Drive. Sanitary sewer for the proposed development would flow into the Aaron Drive sewer line which then flows to the west by gravity. The elevation of the proposed development is substantially lower than the existing sewer line in Aaron Drive, therefore some type of pumping scenario will be required to service the lots with sanitary sewer. Staff supports the following options:

Sylvester Meadows Concept Plan Review – The Farm Development Co., LLC

Page 3 of 11

November 10, 2016

- Installing a low pressure system consisting of individual grinder pump lift station for each individual home. The grinders would be located on private property and would be under the ownership and maintenance responsibility of each individual homeowner.
- Install a central lift station that would serve all ten lots. Staff would recommend that if a single lift station is used for all the lots that it be city owned and maintained. Property and/or an easement would need to be dedicated to the City to cover the lift station and standby generator. One option would be to place the small lift station and back-up standby generator in the center of the cul-de-sac island.

Serving the proposed development with sanitary sewer will require some type of lift station scenario. The developer has multiple options which are supported by City staff. The City's preference is that a single lift station be used to service the lots.

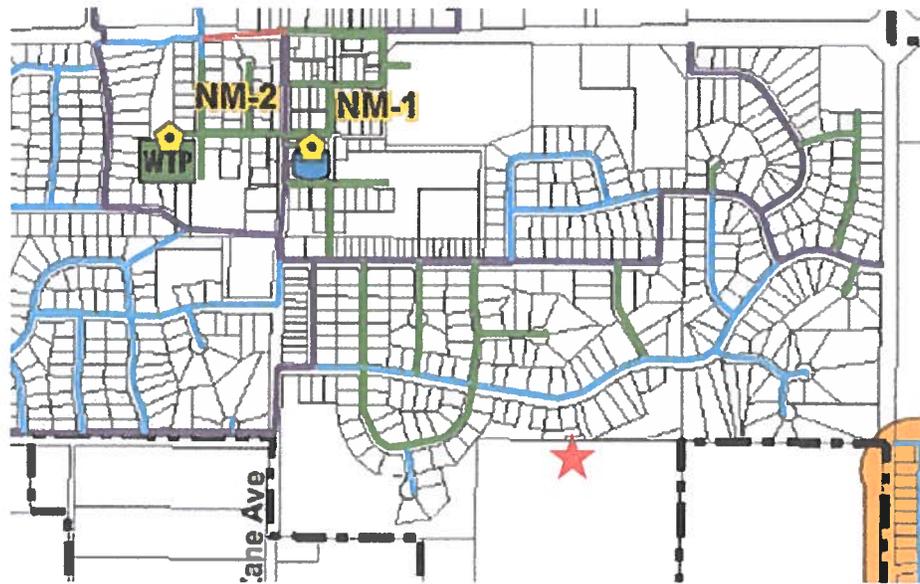
Existing Sanitary Sewer Infrastructure



Water

There is an existing 8" water main in Aaron Drive. The proposed development can connect to the existing water line in Aaron Drive. It is noted that the proposed cul-de-sac is approximately 750' in length which exceeds the desired street length and dead-end water line length. There is no reasonable opportunity to loop water lines within the development. The proposed development is consistent with the Water Distribution Plan.

Existing Water Distribution System



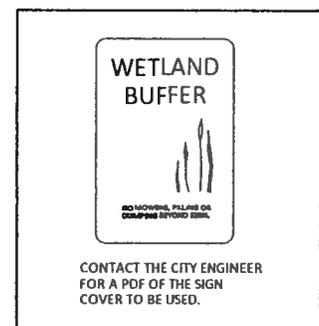
Stormwater

Surface water from the subject property flows in a southerly direction towards a large wetland area and ultimately to the Vermillion River. The developer must submit a stormwater plan meeting the requirements of Chapter 11 of the Zoning Ordinance and the City's Surface Water Management Plan.

A 10' wide buffer is required around stormwater ponds. All structures shall have a minimum 35' setback from the edge of the HWL of stormwater ponds.

Wetlands / Floodplain / DNR Protected Waters

A wetland delineation and MnRAM report will be required as part of the development process. There are known /existing wetlands on the subject property. Wetland buffers are required adjacent to all delineated wetlands; the required buffer width is dependent upon the quality of the wetland. A wetland buffer sign marker, meeting the requirements of Section 11-11-4 of the Zoning Ordinance, shall be placed along all lot lines at the buffer location. All structures shall have a minimum setback of 35' from the edge of a delineated wetland. The Subdivision Ordinance requires that wetlands and buffers be contained in Outlots. Wetlands and stormwater pond outlots shall be conveyed to the City upon filing of a plat.



The subject property is included on FEMA Flood Insurance Rate Map (FIRM) panel #2704280125C dated 2-19-87, and also on preliminary FIRM panel #27139C0330E dated 9-30-11. The wetland located adjacent to and south of the proposed development is designated as Zone X, areas of 500 year flood.

There are no DNR Protected Waters or Wetlands on the subject property.

Access / Roads / Transportation Issues

The proposed development borders one existing city street, Aaron Drive. Functional classification is as follows:

Aaron Drive, Minor City Collector Roadway. Minor Collector streets serve short trips at relatively low speeds. Their emphasis is focused on access rather than mobility. Minor Collectors are responsible for providing connections between neighborhoods and the Major Collector/Arterial roadways. These roadways should be designed to discourage short-cut trips through the neighborhood by creating jogs in the roadway (not direct routes). Aaron Drive is 36' wide within a 70' right-of-way.

There is one road proposed within the development. The concept plan shows a 36' street proposed within a 50' right-of-way. The City's Subdivision Ordinance requires that 60' of right-of-way be dedicated for local roads and cul-de-sacs, and they be constructed at a 32' pavement width. Staff is planning to bring a proposed amendment to the Planning Commission which reduces the required street width for local roads to 28'. Staff is recommending that the street width for the proposed cul-de-sac be reduced to 28' to 32'. It is noted that the existing access into the property is only 50' in width, so requiring a 60' right-of-way at the northerly portion of the street is not possible. Staff supports the 50' right-of-way width for the proposed street, as opposed to the 60' required by ordinance, because the roadway will only service ten homes and there are only lots on one side of the proposed street. It is noted, however, that if a sidewalk is required by the Planning Commission, the 50' right-of-way will cause some design constraints.

Sidewalks & Trails

The City's Subdivision Ordinance requires that concrete sidewalks are constructed on at least one side of all residential streets; the outside edge shall be located one foot from the property line.

The City's Park & Trail Plan identifies a City trail corridor running through the subject property. The trail would ultimately extend from Co Rd 91 to Mahowald Park, and loop around the wetland area to the south. Staff recommends that the developer incorporate a trail plan into the development plans that meets the intent of the adopted Park & Trail Plan. Further input from the Park's Commission will be sought regarding phasing and implementation of this trail.

Parks Related Comments

The City's Subdivision Ordinance requires 10% of the land be dedicated for parks, playgrounds, public open spaces or trails and/or the developer shall make a cash contribution to the city's park and trail fund. If no land dedication is required the park fee is \$2,000 per residential unit. A combination of land dedication and cash contribution may also be applied. The Parks Commission shall make a recommendation to the Planning Commission and City Council in regards to park land dedication.

The proposed development is adjacent to Mahowald Park properties. Mahowald Park is identified as a future Community Playfield Athletic Complex in the City's adopted Park & Trail Plan. This classification identifies parks that target organized adult and youth play and require softball fields, baseball fields, soccer/football fields, multiple tennis courts, etc. The park is currently undeveloped, however, the beginning section of the trail in the west side of the park has been graded in.

The proposed development would be served by two parks, St. Nicholas Park (privately owned) and Wagner Park. Both parks are within a ½ mile radius of the proposed development. Walkable routes to the park are approximately .7 miles to Wagner Park and .5 miles to St. Nicholas Park. Kelly Glen Park, a mini-park, is located approximately ¼ mile from the proposed development.

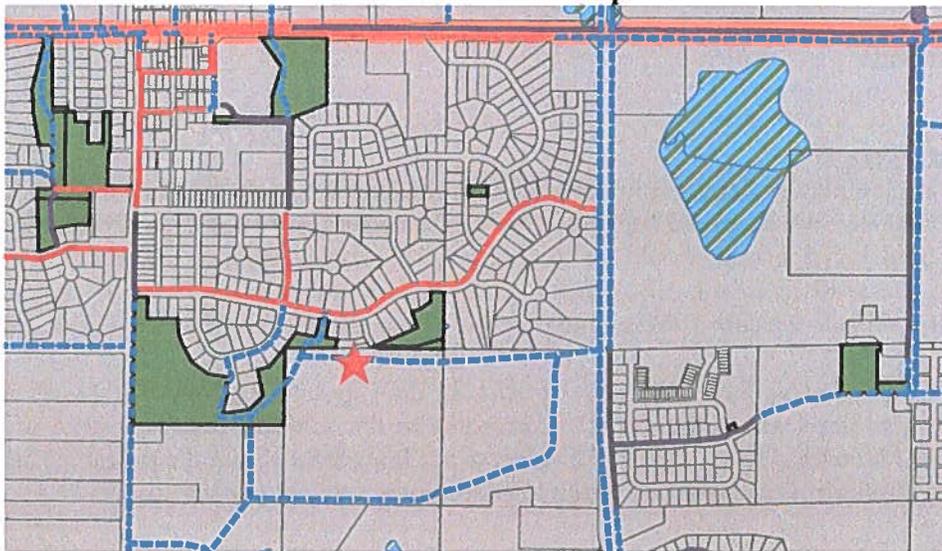
Staff presumes that the large wetland area and stormwater ponds on the subject property will be dedicated to the City during the platting process. The dedicated land would be adjacent to the existing Mahowald

Park. It is noted that the developer would receive (park dedication) credit for any land located outside of the wetland and ponding areas, if there is any.

Location of Mahowald Park



Park & Trail Plain Map



Staff will be recommending to the Park's Commission that the City accept any land remnant surrounding the wetland area (if any) as park dedication credit because they will abut existing Mahowald Park, and that any additional park dedication requirement (if any) be fulfilled with cash contribution. It is noted that delineated wetland areas and the required wetland buffers are not applied towards acceptable park dedication requirements per the City's Subdivision Ordinance.

As noted earlier in this report, the City's Park & Trail Plan identifies a City trail corridor running through the subject property, extending in an east/west direction from Mahowald Park to Co. Rd. 91. **Staff**

recommends that a future trail location through the development be planned for, consistent with the City's adopted Park & Trail Plan. The location of the proposed trail will likely depend upon the wetland delineation and buffer requirements.

City Engineer Comments

The city engineer, Rich Revering, has reviewed the concept plan and has no comments regarding the development other than those already contained in this memorandum.

Public Works Director Comments

Public Works Director, Corey Schweich, has reviewed the concept plan and has no comments regarding the development other than those already contained in this memorandum.

Fire Chief Comments

The fire chief has reviewed the concept plan and finds them generally acceptable. The location of fire hydrants will need to be reviewed once a utility plan has been submitted.

Police Chief Comments

The police chief has reviewed the concept plans and finds them generally acceptable.

Building Official Comments

The building official has reviewed the concept plans and finds them generally acceptable.

Scott County Highway Department Comments

Not applicable.

MnDOT Comments

Not Applicable.

School District Impacts

The proposed development is actually split between both the New Prague and Lakeville School Districts. It appears that potentially two proposed building sites would be located in the New Prague School District and eight proposed building sites would be located in the Lakeville School District. The surrounding development to the north is in the New Prague district. It is unclear to City staff whether the school districts may agree include the entire development in one school district or the mechanics of doing so.

According to the New Prague Superintendent of Schools, the City of Elko New Market has an average of .55 students per household within the district. According to the Lakeville Superintendent of Schools, the City of Elko New Market has an average of .75 students per household within the district. The Districts are obligated to provide student transportation from the development to the various schools.

New Market Township Comments

Not applicable

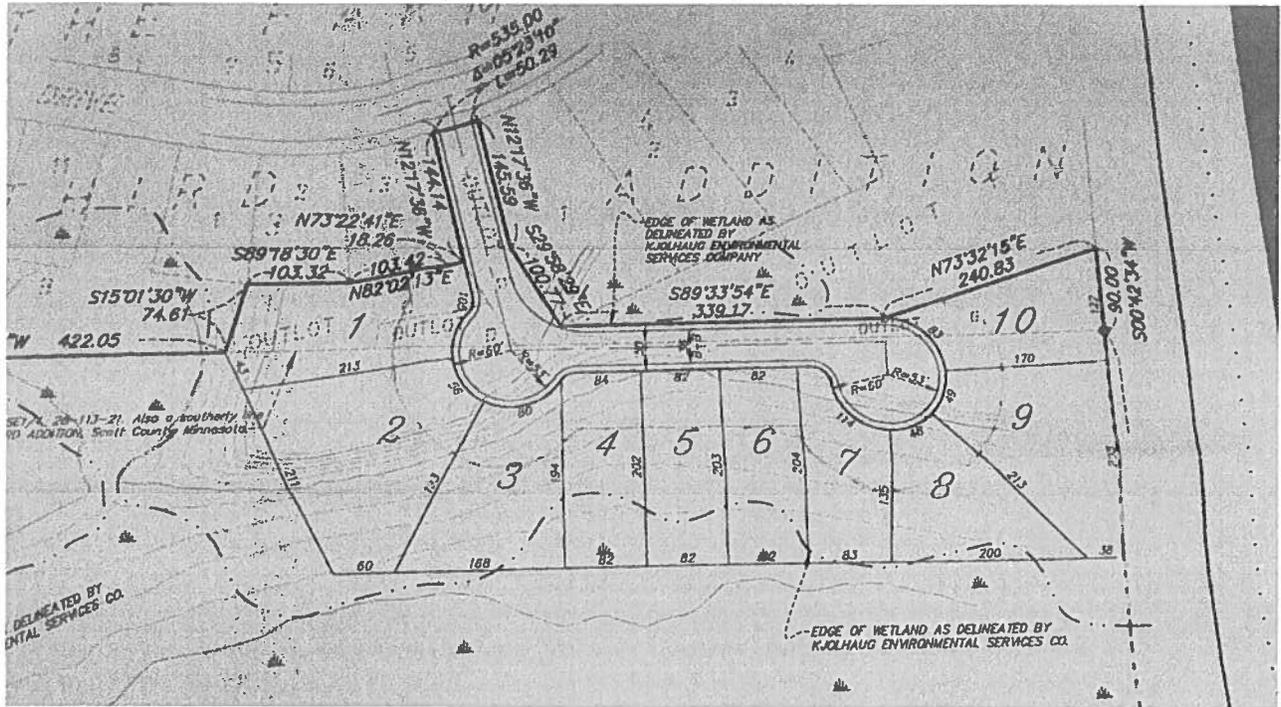
Staff Recommendation:

Staff finds the general layout and proposed land use acceptable. At this point staff would recommend the developer proceed with attending a City Development Review Team meeting, and then an application for concept plan review by the City's Planning Commission. Staff recommends to the developer, planning commission and city council that the following items be considered and certain items be incorporated into future plan submittals:

- 1) The proposed use of the property meets the intent of the guided land use for the area. The proposed development does exceed the guided density of 2.7 dwelling units per net acres.
- 2) The entire property shall be rezoned to R1, Suburban Single Family Residential.
- 3) Lots 4, 5 and 6 shall be adjusted to meet the minimum lot width requirement of 85' at the building setback line.
- 4) Proposed lots should meet the minimum lot size requirement of 12,000 square feet.
- 5) Serving the proposed development with sanitary sewer will require some type of lift station or low pressure system. The developer has options which are supported by City staff. The City's preference is that a central lift station be used to service the lots and that the lift station be owned and maintained by the City.
- 6) The proposed development is consistent with the City's Water Distribution Plan.
- 7) The developer must submit a stormwater plan meeting the requirements of Chapter 11 of the Zoning Ordinance and the City's Surface Water Management Plan.
- 8) A wetland delineation and MnRAM report will be required as part of the development process. Vegetative buffers are required adjacent to delineated wetlands.
- 9) The street serving the proposed development shall be a publicly maintained street.
- 10) The proposed street width shall be reduced to 28' to 32'.
- 11) Staff supports the 50' right-of-way width for the proposed street, as opposed to the 60' required by ordinance, because the roadway will only service ten homes and there are only lots on one side of the proposed street. It is noted, however, that if a sidewalk is required by the Planning Commission, the 50' right-of-way will cause some design constraints.
- 12) Concrete sidewalks must be constructed on at least one side of all residential streets, as required by the City's Subdivision Ordinance.
- 13) The developer shall incorporate a trail plan into the development plans that meets the intent of the adopted Park & Trail Plan.
- 14) Staff will be recommending to the Park's Commission that the City accept any land remnants surrounding the wetland area (if any) as park dedication credit because they are contiguous to the existing Mahowald Park, and that any additional park dedication requirement (if any) be fulfilled with cash contribution.
- 15) A tree inventory meeting the requirements of Section 12-9-9 of the City's Subdivision Ordinance must be completed and must identify the location of all significant trees on the property. 40% of the significant trees must be protected as part of the development.

Attachments:

Sylvester Meadows concept plan (undated) showing 10 lots



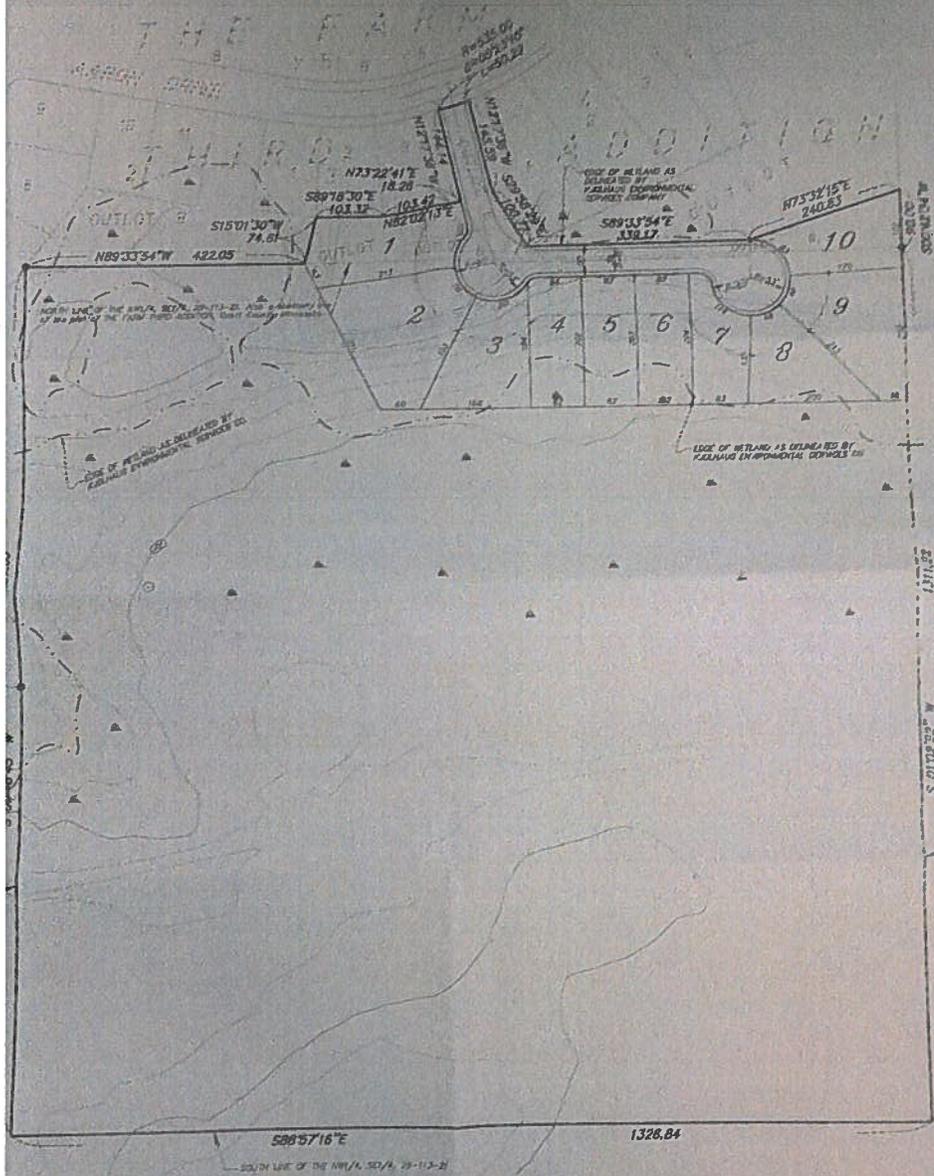
DEVELOPMENT SKETCH

TRUST
MAHOWALD
WEST

Valley Surveying Co., P.A.

Phone (608) 442-3900
Fax (608) 442-3910
2015 S. WEST WISCONSIN ST. SUITE 100
MADISON, WISCONSIN 53707

PLANNED UNIT DEVELOPMENT SKETCH OF SYLVESTERS MEADOWS



LEGAL DESCRIPTION:

On Lots C, D, E, and G, THE FARM THIRD ADDITION, Scott County, Minnesota.
Together with

The Northwest Quarter of the Southeast Quarter of Section 28, Township 113,
Range 21, Scott County, Minnesota.

FOUND

SET AND
42309

I hereby certify that this sketch was prepared
by me or under my direct supervision and that
I am a duly Licensed Land Surveyor under the
laws of the State of Wisconsin.

PRELIMINARY

Minnesota License Number 42309

Dated this ____ day of _____, 2015

FILE 3874 3009 DATE

CREW & ASSOCIATES/BEPI/ELDS

Mark Nagel

From: Leiviska Disc Golf Design <leiviskadiscgolfdesign@gmail.com>
Sent: Wednesday, May 16, 2018 8:44 AM
To: Mark Nagel
Subject: Re: Disc Golf Course Opportunity for Elko New Market, MN
Attachments: Elko New Market Disc Golf - Sales Quote.pdf

Good Morning Mark, Attached is your quote for Windrose Park.

This does not include the in kind services provided by Elko New Market in the form of a city worker or two to work with us for a day on clearing brush on a few of the holes, operating a post hole digger or auger to dig 9 holes, and a source of water to mix concrete for the basket sleeves.

Our fee for design and basket installation also includes us working closely with your workers on cutting or clearing the Greens and/or Fairways on the wooded holes and area across the street that is a little overgrown.

You mentioned that you know of a printer locally who could print you some tee signage. I did not include this in the quote because you will be able to do it cheaper locally and support a business near you. Also, i did not include any concrete or turf tees in my quote because it sounds like your city workers are more than able to lay some concrete for the pads and it will be cheaper to have them do it, then us hire someone to come in and pour it. We will gladly help with guidance on tee pads and/or helping you with the proper signage should you choose to do this. A post by each tee area with a number and distance is really all you need for this course setup. A welcome sign with a overall course map and general rules and etiquette may be a nice touch by the first hole if you like. We have someone who would design this if you want.

Paul and I are very excited about the project, and happy to be working with you and Elko New Market. Upon quote approval, we would order the baskets and the entire project could be completed in 3 days. We have time in our schedule in May and June. However, July and August we are near booked with projects.

Please let me know if you need anything else from me right away, or if you have any questions or concerns. We are eager to help!

Thanks
Cale

On Tue, May 15, 2018 at 12:08 PM, Mark Nagel <mnagel@ci.enm.mn.us> wrote:

Same here, Cale...good to meet you both...looking forward to seeing what you come up with!

Mark Nagel

Assistant City Administrator

City of Elko New Market

601 Main Street, P.O. Box 99



Leiviska Disc Golf
 2985 Payne Ave
 Little Canada MN 55117
 leiviskadiscgolfdesign@gmail.com

Quote
 5/14/2018

Prepared by: Cale Leiviska

Customer Name: Mark Nagel
 Company: City of Elko New Market MN
 Customer Email:

Column1 Column2 Column3 Column4 Column5 Column6

Description	Quantity	Unit Price	Description	Discount	Line Total
Prodigy Championship Basket, Sleeve, Concrete and Locks	10	\$350.00		\$0.00	\$3,500.00
13x22 Tee Sign	0	\$90.00	Green	\$0.00	\$0.00
8x11 Tee sign	0	\$75.00		\$0.00	\$0.00
6x6 Tee sign	0	\$45.00	Green	\$0.00	\$0.00
Zero impact 6x6 sign	0	\$20.00		\$0.00	\$0.00
Course map/Rules sign	0	\$125.00	Green	\$0.00	\$0.00
Concrete Tee pad	0	\$220.00		\$0.00	\$0.00
Bench	0	\$125.00		\$0.00	\$0.00
Ground Sleeve	0	\$25.00		\$0.00	\$0.00
Travel Expenses	1	\$100.00			\$100.00
Design and Basket Installation	1	\$4,000.00			\$4,000.00
Shipping		\$500.00			\$500.00
*Shipping Charges to be paid by customer and subject to change				Total Discount	\$0.00
				Subtotal	\$8,100.00

Please contact us with any questions!

2019 BUDGET

2012 Actual 2013 Actual 2014 Actual 2015 Actual 2016 Actual

EXPENDITURES

General Government

45000 Parks & Grounds Maintenance

216	Chemicals and Chem Products	1,764	2,587	2,672	1,111	1,555
331	Travel Expenses	32	-	-	-	-
332	Training & Conferences	-	8	70	-	498
379	Portable Bathrooms	3,730	3,702	3,790	4,120	6,003
381	Electric Utilities	629	638	1,076	740	914
384	Refuse/Garbage Disposal	391	1,290	1,412	1,311	1,215
401	Repairs/Maint	20,196	4,240	9,090	7,161	4,960
430	Miscellaneous	594	629	45	42	85
433	Dues and Subscriptions	-	489	-	494	-
825	Recreation Program	1,811	-	6,402	5,187	10,055
Total Parks & Grounds Maintenance		98,066	96,868	115,647	129,734	138,877

2017 Budget 2018 Budget Year-to-date thru Apr 30, 2018 Projected 2019 Budget **Proposed 2019 Budget** Projected 2020 Budget Proposed 2020 Budget

1,428	3,000	-	3,500		3,500	
-	200	-	200		200	
-	750	8	750		750	
5,240	4,500	780	4,500		4,500	
744	1,100	329	1,200		1,300	
1,425	1,500	284	1,500		1,500	
6,853	8,000	157	8,000		8,000	
43	500	32	500		500	
397	800	450	800		800	
4,318	8,000	1,457	8,000		8,000	
134,022	171,234	38,163	178,827		179,804	-

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The **MORRIS LEATHERMAN** Company

FINDINGS AND IMPLICATIONS *2018 City of Elko New Market*

City Demographics:

Elko New Market remains a growing exurban community. Since the 2015 study, the median longevity of adult residents decreased by less than two years to 11.0 years. This is over five years lower than the metro area average, but in line with other exurban areas. Twenty-three percent of the sample report moving to the city during the past five years, while 28% was there for over two decades. Fifty-six percent have school-aged or pre-school children in their households.

The median age of respondents is 43.0 years old. Nineteen percent of the sample is over 55 years old, while 24% are less than 35 years old. Women outnumber men by two percent in the sample.

Quality of Life Issues:

Ninety-eight percent rate their quality of life as either “excellent” or “good;” in fact, 46% see it as “excellent.” Only two percent rate the quality of life lower. The key differentiating factor for quality of life is the “excellent” rating given by residents. A high 46% deem it “excellent,” placing the city well within the top decile of Greater Metropolitan Area suburban and exurban communities. Among exurban communities, Elko New Market’s “excellent rating” is at the top of the range.

“Housing,” at 16%, followed by “quiet and peaceful” and “small town feel,” each at 14%, tops the list of factors most important in moving to Elko New Market. “Housing” is particularly important to 5-30 year residents and 18-44 year olds; “quiet and peaceful” is a key factor for over 30 year residents and 18-24 year olds. Ten percent point to “closeness to family,” especially less than five year residents, and nine percent cite “rural and open space,” very important to over 30 year residents and 18-24 year olds. Together, these top five factors are mentioned by 63% of the sample.

At 26%, “small town feel” leads the list of attributes people like most about living in the community. “Quiet and peaceful” and “rural and open spaces” follow at 18% and 12% respectively; the latter is especially liked by less than two year residents, empty-nesters, and over 55 year olds. “Friendly people” and “nice place to raise children” rank next at 11% and ten percent each. Together these top five factors are posted by 77% of the sample.

The most serious issues facing the city are “lack of businesses,” at 30%, mentioned most often by households containing children. Fourteen percent point to the “need for a grocery store,” especially 5-30 year residents, while ten percent each cite “high taxes,” particularly over 20 year residents and over 45 year olds, or “too much growth.” These four issues are posted by 64% of the sample. A “booster” group of six percent, just below the Greater Metropolitan Area norm, says there are “no” serious issues facing the community. “Boosters” have declined by 17% during the past three years.

When property taxes are weighed against the quality of city services, 78% rate the value as “excellent” or “good,” a six percent increase in three years. Twenty-two percent, down six percent, rate the quality as “only fair” or “poor.” More negative ratings are posted by over 55 year olds and men. The over three-to-one favorable-to-unfavorable ratio reveals a community satisfied with the cost of currently-offered city services. This rating continues to rank within the top decile of Greater Metropolitan Area suburban and exurban communities; among exurban communities, it places Elko New Market at the top over the past five years.

City Services:

In evaluating specific city services, the mean approval rating is 87.5%, placing the city in the top quartile of Metropolitan Area suburban and exurban communities. The mean approval rating decreased by 4.5% in the past three years. As an indicator of more dissatisfaction with city services this year, “excellent” ratings decreased by an average of 9.6% since 2015.

Even so, in looking at each individual city service, two services stand out as “best practices” in the metro area: “city street repair and maintenance” and “snow plowing.” Four services are in the top decile in comparison to other Metropolitan Area communities: “police protection,” “fire protection,” and “park maintenance.

City Service	Favorable	Unfavorable	Decrease in “Excellent” Rating
Police Protection	98%	2%	5%
Fire Protection	91%	3%	4%
Park maintenance	91%	7%	13%
Snow Plowing	86%	14%	11%

City Service	Favorable	Unfavorable	Decrease in “Excellent” Rating
City-sponsored recreation programs	84%	8%	13%
City Street Repair and Maintenance	82%	17%	10%
Code Enforcement	78%	15%	11%
Mean	87.1%	9.4%	9.6%

Those rating a city services as “only fair” or “poor” were asked for a reason. Forty percent of residents fall into this category. “Poor street repair” is criticized by 25%. “Poor snow plowing” and “lack of code enforcement” are each cited by 22%.

Seventy-five percent feel the City of Elko New Market does not need to add any further city services. Fifteen percent would like to see a “community center.”

Public Safety Issues:

A solid 85% rate the amount of police patrolling in their neighborhood as “about the right amount.” Only 12% think the amount is “not enough.” Eighty percent rate the amount of traffic enforcement by the police in their neighborhood as “about the right amount.” Eighteen percent, though, think it is “not enough.” These combined ratings of police patrolling are among the top quartile of communities across the Greater Metropolitan Area.

Forty-one percent, an 11% increase in three years, think the problem of traffic speeding in their neighborhood is either “very serious” or “somewhat serious.” Fifty-nine percent see it as “not serious.” Thirty-nine percent, a 17% increase in three years, view the problem of stop sign violations in their neighborhood as either “very serious” or “somewhat serious.” Sixty percent think it is “not too serious” or “not at all serious.” Both levels of concern are slightly higher than other suburban and exurban communities; they arise from the evaluations of over 30 year residents and over 55 year olds.

Twenty-six percent think the greatest public safety concern in Elko New Market is “traffic speeding,” while 17% see it as “youth crimes and vandalism.” It is important to note from the previous question on the seriousness of traffic speeding; only 13% rate the problem as “very serious.” Although traffic speeding leads the list of public safety concerns, it is a “soft” concern. Thirty-seven percent think “none” of the enumerated public safety concerns are a problem in the city; double the Greater Metropolitan Area average.

Transportation Issues:

Fifty-five percent commute outside of the city to school or work on a daily basis. Within this group, 78% use Highway 35 for the majority of their commutes, while 11% similarly use Highway 13. Fifteen percent regularly ride public transit, an almost three-fold increase in three years. Frequent users tend to be under 10 year residents, households containing children, 18-34 year olds, and women. The typical rider uses public transit five or more days per week. Among non-public transit users, 65% have never ridden this form of transportation.

Next, respondents were asked how likely they would be to use four different potential public transit services. In the table below, the potential service is followed by the percent of residents who would be at least “somewhat likely” to use it and the market projection of service users.

Potential Service	Likely to Use	Projected Use
Service to events in Downtown Minneapolis or Downtown Saint Paul for events like concerts or sporting events at Target Center, Target Field or the Xcel Energy Center	63%	24%
Service to the Minnesota State Fair, Valley Fair, Canterbury Park or the Renaissance Center	60%	22%
Regular weekly commuter service from Elko New Market to Downtown Minneapolis	34%	12%
Service to area Community and Technical Colleges, such as Normandale, Inver Hills, or Dakota County Technical College	25%	9%

As in the 2015 study, the most popular service is to events in either Downtown Minneapolis or Saint Paul. Close behind is seasonal service to periodic amusements. More limited interest is found in the daily commuter service to Downtown Minneapolis and service to area educational institutions.

Eighty-one percent report familiarity with the Minnesota Valley Transit Authority, or MVTA. Since 2015, familiarity has almost doubled.

Parks and Recreation:

The household use of existing facilities in the park system was examined in some detail. Eighty-seven percent report members using the trails and sidewalks. Seventy-four percent visit larger community parks and 68% visit smaller neighborhood parks. Fifty-eight percent, an 18% increase since the last study, use the community ballfields, while 52%, a 13% increase, indicate using the Wagner Park Shelter. Thirty-two percent, a 13% increase in three years, use the Wagner Park skatepark, and 32% visit city ice rinks. When comparing Elko New Market to

communities with similar demographics, use of park facilities is among the top quartile of cities.

Users were asked to rate each specific facility. A comparatively high average of 90% of facility users offering ratings post positive ratings; in only two cases, Wagner Park Skatepark and city ice rinks, did negative judgments exceed 10%. These park facility ratings continue to place the city within the top ten percent of cities across the Greater Metropolitan Area and among the top three exurban communities.

Park Facility	Change in Usership	Favorable	Unfavorable
Larger Community Parks	+10%	74%	2%
Smaller Neighborhood Parks	+2%	68%	8%
Trails and Sidewalks	+10%	87%	7%
Community Ballfields	+22%	56%	6%
Wagner Park Skatepark	+16%	29%	6%
Ice Rinks	+7%	32%	6%
Wagner Park Shelter	+17%	52%	3%

Ninety-one percent of the residents feel that existing recreational facilities offered by the City meet the needs of their household. Only seven percent disagree, principally citing the lack of baseball fields.

Ninety-two percent similarly feel that existing recreational programs offered by the City meets the needs of their households. Six percent disagree, citing particularly the lack of basketball programs. This level of satisfaction with recreational programs is right at the norm for the Greater Metropolitan Area.

Forty-four percent, consistent with the 2015 level, report household members participated in a City park and recreation program. The most popular are baseball/softball programs, accounting for almost one-third of the participants, and swimming, accounting for 14% of the participants. Among participants, a unanimous 99% are satisfied with the experience. Combining the use and rating of recreation programs, Elko New Market places among the top five communities across the Greater Metropolitan Area.

Ninety-six percent believe existing community events offered by the City meet the needs of their households. When comparing Elko New Market to communities with similar demographics, this level of satisfaction with community events is 17% higher than the average. A very large 86% think the City has the “right amount” of community events; only 11% believe it is “too few.” Eighty-one percent of community households participate in community events. Among participants, 21% attended “the Parade,” 16% attended “Fire & Rescue Days,” and 15% participated in “block parties” or “the Easter Egg Hunt.” One hundred percent are satisfied with their experiences there. Combining the use and rating of community events, Elko New Market is

at the top of communities across the Greater Metropolitan Area.

City Government and Staff:

Overall, residents continue to be extremely satisfied with their contacts with City Hall. Forty-five percent of the sample contacted Elko New Market City Hall during the past twelve months. Seventy-one percent called or visited one of four departments: Billing, Public Works, Parks and Recreation, or General Information. On two aspects of customer service, staff members are rated as either “excellent” or “good” by at least 91% of those who contacted City Hall: “response time from City Staff to assist you” and “courtesy of city staff.” There are no statistically significant differences between departments when looking at aspects of customer service. The standard threshold indicating quality customer service in the public sector is an 80% positive rating. The average 94% favorable ratings on customer service places Elko New Market in the top decile among Greater Metropolitan Area communities.

Sources of City Information:

Forty percent cite the “City Newsletter” as their principal source of information about Elko New Market City Government and its activities. Twenty-nine percent point to the “City Website.” Eight percent cite “social media,” while six percent each rely upon “e-mailed newsletters” or “word of mouth.” “Local newspapers” are the principal source of information for four percent. The City Newsletter audience is heavily skewed toward over 20 year residents, empty-nesters, over 45 year olds, and men. The “City Website” has especially high use percentages by 2-10 year residents, households containing children, 18-44 year olds, and women. These two sources of information appeal to different “generations.” Except with respect to one source of information, most respondents already rely upon their most preferred source; the only exception is “e-mailed newsletters,” preferred by 22% and currently relied upon only six percent.

Eighty-five percent report a household member regularly read the city’s newsletter. Among regular readers, 94% rate the quality of the newsletter either “excellent” or “good,” while seven percent rate it as “only fair” or “poor.”

If the printed version of the city’s newsletter were discontinued, 86% of Elko New Market households would be able to access the electronic version on a computer or mobile device. Sixty-seven percent are also at least “somewhat likely” to read an electronic version of the city newsletter; but, using standard market projection techniques, 26% would be expected to actually read this version.

Sixty-seven percent, an increase of 22%, of the households in the community accessed the City’s

website. Among users, 88% favorably rate the content of the website, while 85% rate the ease of navigating the website favorably.

A social media presence by the City of Elko New Market would supplement its current communications reach. At this point, Facebook users are 84% of the households in the city, while 62% use YouTube, and 42% access Twitter. Almost 90% of the users of Facebook, and about 70% of YouTube or Twitter users report they are likely to use that social media to obtain information about the community.

Conclusions:

In comparison with the opinion survey conducted in 2015, Elko New Market residents are growing more worried about a cluster of issues correlated with growth and development. Concerns about business development, development amenities, rate of growth, and tax levels emerged as city challenges. Even so, residents rate the quality of life in Elko New Market and rate city government and services relatively high.

The key issue facing decision-makers in the future remain balancing growth and development with natural ambience and the efficient provision of city services – in essence, balancing the wishes of residents against their concerns as taxpayers, City government and staff currently strikes an excellent balance when compared with other exurban communities. Strong positive city service ratings are posted across the board, though a slippage in intensity – from “excellent” to “good” ratings – is common, and more criticism can be found in the perceived lack of code enforcement and slow plowing response to snow storms. Public safety concerns remain focused on traffic speeding and stop sign violations in residential neighborhoods, as well as youth crimes and vandalism.

Development preferences are focusing on “Type II” growth, shifting from the rate of change and provision of basic services to desired types of general development. Residents see a need for additional amenities – more local business offerings, especially a grocery store.

Two opinion “blocs” are present in this survey. Demographically, the profile of the first group is over 20 year residents, empty-nesters, over 45 year olds, and men. They are concerned about “high taxes,” “preserving the rural ambience of the city by maintaining open spaces,” and “efficient city government spending.” The second group is composed of less than 20 year residents, households containing children, 18-44 year olds, and women. They are concerned about “safety,” “quality of schools,” “preserving the rural ambience of the city by maintaining open spaces,” and “lack of businesses in the community.” The first block primarily uses the City Newsletter to keep abreast of City government and its activities; the second bloc relies upon the City Website.

Overall, the City of Elko New Market continues to do an exceptional job in communicating with residents about city government and policies. But, shifting away from the printed newsletter could disenfranchise one of the major opinion blocs in the community. Given their communication preferences, residents want to receive information directly from the City with no secondary filters.

As in the 2015 study, Elko New Market is still “working well.” Residents are very happy with their community. They endorse the direction the City is taking and are confident about the future of the community. The major challenge will be preserving the small town ambience of the community and simultaneously attracting more suburban-like amenities to the city.

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