

**ELKO NEW MARKET PARKS COMMISSION
REGULAR MEETING AGENDA
TUESDAY, MARCH 26, 2019 @ 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 February 19, 2019 Parks Commission Meetings (Attached)**
- 5. Petitions, Requests, and Communications:**
 - a. NRPA Inclusion Policy Guide (Attached)**
- 6. Updates:**
 - a. Review Parks Commission Update for February 28, 2019 (Attached)**
 - b. CCEC Update (Chair Sutton)**
- 7. Old/New Business**
 - a. New Prague Community Ed Spring/Summer Activities in ENM Spreadsheet (Attached)**
 - b. Consider Purchase of Engineered Wood Fiber (Attached)**
 - c. Consider Approval of Participation in Twins Youth Baseball Clinic (Attached)**
 - d. Update on Farmer's Market (Attached)**
 - e. Update on Disc Golf Course (Attached)**
 - f. Consider Approval of Bills – Schlomka's Portable Restrooms and National Archery in Schools Program for Archery Equipment (Attached)**
- 8. Other Business**
 - a. Reappointment of Parks Commissioners Update**
- 9. Set Next Meeting**
 - a. Regular Parks Commission Meeting on Tuesday, April 9, 2019 @ 4 PM @ ENM City Hall**
- 10. Park Commissioner Comments**
- 11. Adjournment**

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, FEBRUARY 19, 2019
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioner Melgaard and Commissioner Dornseif
Also present were Mayor Joe Julius; Administrative/Community Development
Intern Haley Sevening; and Assistant City Administrator Mark Nagel

CALL TO ORDER:

The meeting was called to order at 4:02 PM in Conference Room B at Elko New
Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said that there was not a quorum for this meeting, so nothing would be
added to the Agenda and no votes would be taken on any of the Agenda Items.

CITIZEN COMMENTS:

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

**APPROVAL OF MINUTES OF JANUARY 8, 2019 PARKS
COMMISSION MEETING:**

Since there was not a quorum for this meeting, this item was tabled until the March
Parks Commission meeting.

PETITIONS, REQUESTS, AND COMMUNICATIONS

Mr. Nagel reviewed the 2019 Legislative Update from the Minnesota Recreation
and Park Association with Commissioners, noting that the session started on 1/16.

UPDATES:

Mr. Nagel reviewed the January 31, 2019 ENM Parks Commission Update, which contained 16 items, with the Commissioners. Mr. Nagel said commented that the ice rink was seeing significant use with the cold weather. With all the snow this month, he said, the Public Works Department was doing a remarkable job keeping them open despite the record snowfall in February.

Chair Sutton reported that the CCEC would be discussing the 2019 Egg Hunt at their February 19, 2019 meeting, which immediately followed the Parks Commission meeting.

Mr. Nagel reported that Commissioner Zahratka was not available for the March meeting of the New Prague Community Ed Advisory Board Meeting and asked Commissioners to contact him if they could attend in her place.

OLD/NEW BUSINESS:

Mark Nagel introduced Haley Sevensing, the Administrative/Community Development Intern, who was present to discuss the proposed Food Truck Ordinance currently being considered by the Planning Commission, with the Committee, specifically, whether they should be allowed to operate during Parks events. A number of suggestions were discussed about the proposed Ordinance, but the consensus of the Committee was that, if their concerns could be accommodated in the final version, that Food Trucks could add to Community Events. The Commissioners concluded by thanking the City Council and Planning Commission for requesting their input. No further action was taken by the Commidioners.

Mr. Nagel recapped the discussion of additional pet waste stations City parks and trails to date. He noted that there have been improvements to them since the first 3 were placed along paths about 3years ago. Commissioners had previously agreed that new locations should include the trail entrance at Seurer Street connecting the neighborhood to Downtown; the Pete's Hill entrance; Wagner Park; along the CSAH 2 Bike/Hike trail; and Windrose Park. The criteria for selecting the additional pet waste stations include: green color; covered, closed chute bin; bag dispenser; a dog leash hook; bags that can be tied; durable, weather-resistant materials; and a larger bin. He said Commissioners had previously approved the purchase of 5 new pet waste stations at the January 8, 2019 Meeting, but had Mr. Nagel to return with 3 options for pet waste stations. He handed out a copy of 3

options that met the criteria established for pet waste stations. Consensus of the Commissioners present was to purchase 5 stations from Dog Waste Depot for \$219.99 each, which includes shipping. Mr. Nagel said that he would confirm the price and have an invoice from the company for consideration of approval at the March Parks Commission meeting.

Mr. Nagel said that Jessica Davidson from New Prague Community Ed had completed the lineup for the now called “March Calmness” programs at the Elko New Market Library were now set. He provided a flyer advertising the lineup – March 7th features Glow Stick Dancing; March 14th shows families how to use relaxation and movement techniques; March 21st teaches families yoga; and March 28th focuses on family fitness. The Community Room has been reserved for the 4 Thursday evenings in March for the programs. All events begin at 6:30 PM. Consensus of the Parks Commissioners present was to proceed with the programming for these events.

Mr. Nagel reviewed the SMSC Trail Grant Application with Commissioners, which would pave the trail link between the Woodcrest Addition and the Windrose 8th Addition. The total cost was estimated at \$22,120 with 80 % being paid by the grant. He said that application had been submitted by the January 31, 2019 deadline, but did not know when he will find out when the SMSC would make a decision. No further action was taken.

Mr. Nagel said that he ordered the archery equipment – 8 left-handed bows, 10 dozen arrows and new cases for all bows – for a total of \$2,250. He said that going through the National Archery in the Schools Program saved about 10%. The new equipment will be available for City’s Summer popular archery programs. He said that he will have the invoice for approval at the March Parks Commission meeting. No further action was taken.

Mr. Nagel said that there’s been renewed interest in having a Farmer’s Market in Elko New Market and is on the 2019 Goals list for the Parks Commission. He reviewed materials from the Minnesota Farmers’ Market Association with the Commissioners noting that there were a few options available for implementation of a Farmers’ Market in the city – it could be run by the Chamber of Commerce or another civic organization; it could be done with another area City; it could be hosted by a nearby farm; or the City could apply GreenCorps grant from the State for an Intern , who handle this program for the City. After much discussion, the Parks Commission directed Mr. Nagel to pursue all options for a Farmers’ Market

and report back to the parks commission at the March meeting. Ho further action was taken.

Mr. Nagel presented the Bill List to the Commissioners – a bill from Schlomka’s Portable Restrooms for services for December for a total of \$420.00. Since there was no quorum the bills could not be considered.

OTHER BUSINESS:

Mr. Nagel reported that he had forwarded the interest of Commissioners Melgaard and Miller to be reappointed to a 3-year term. He said that the Council accepted their interest in continuing to serve the community, but chose to consider other potential applicants, as well.

There were no additional business items to come before Commissioners at the February 19, 2019 Parks Commission meeting.

NEXT MEETING:

Mr. Nagel said that he was on vacation for the scheduled Tuesday, March 12, 2019, so asked that it be rescheduled for Tuesday, March 26, 2018 at 4 PM in Conference Room B of Elko New Market City Hall. Consensus of the Parks Commissioners present was to reschedule the March Parks Commission meeting for that date, time and place.

PARK COMMISSIONER COMMENTS:

There were no additional comments from Commissioners at the February 19th, 2019 Parks Commission meeting.

ADJOURNMENT:

There being no further business to come before the Parks Commission, the meeting was adjourned by voice vote at 5:11 PM.

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

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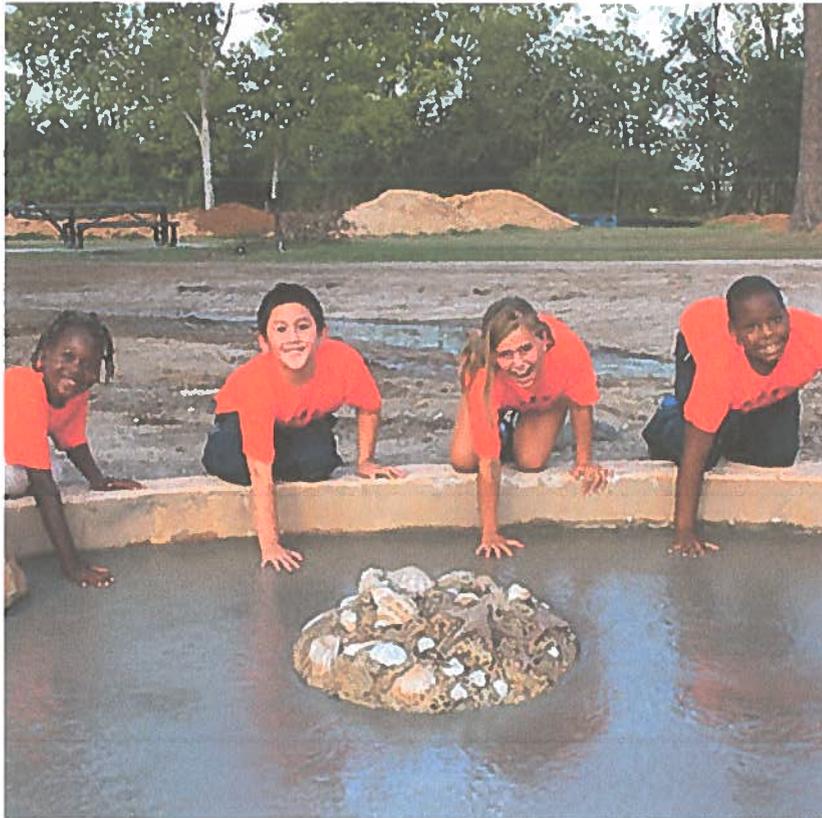
CURRENT ISSUE

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February

Introducing the Parks for Inclusion Policy Guide, Because Everyone Is Welcome at Parks

February 6, 2019, Department, by Maureen Acquino, Suzanne Nathan
Social Equity



True to the very philosophy of public parks and recreation is the idea that all people – no matter where they come from, what they look like, the neighborhood they live in or how they identify – have access to quality programs, facilities, places and spaces that make their lives and communities more enjoyable. In theory, this is great. In reality, this can be a challenging goal to achieve.

With this in mind, NRPA launched the Parks for Inclusion initiative in September 2017, in response to a formal pledge made to the global Commit to Inclusion program. The goal

of Parks for Inclusion is to ensure that everyone has access to the benefits of parks and recreation, especially historically marginalized groups, including those with physical and cognitive disabilities, racial and ethnic minorities, the LGBTQ+ community, and refugees and immigrants or New Americans.

These historically marginalized groups face significant health, economic and environmental disparities in relation to the social determinants of health, including diminished access to good jobs, quality housing and education, healthy food, and physical activity opportunities. Park and recreation agencies have the power and the responsibility to address these disparities by creating welcoming and inclusive spaces that promote positive health outcomes physically, socially and mentally for our most vulnerable populations and community members.

Shortly after Parks for Inclusion was launched, NRPA membership was surveyed to get a sense of how agencies were creating inclusive spaces in their facilities and programs, and what challenges existed that acted as barriers to inclusion. Agencies were also asked what resources would be valuable to them, with the goal of inclusion in mind.

Survey results were released in February 2018 in the *Park and Recreation Inclusion Report*, which found that while park and recreation professionals agree their facilities and services should be available to all, they may lack the resources to make that a reality. One of the most identified needs was policy creation – how to write and establish an agency-wide policy that ensures all community members feel welcomed in facilities and programs.

To meet that need, NRPA created a best practices guide for developing an inclusion policy, as well as a policy template, *Parks for Inclusion: Guidelines for Developing an Inclusion Policy*. The

guide highlights the key components of a policy, while the template is a customizable piece for agencies to create their own unique inclusion policy and be able to hit the ground running.

In addition to practical applications and providing a step-by-step process for creating and adopting an inclusion policy, the guide acknowledges the intersection of equity and inclusion, and how the two components working together create a vibrant community, strong in its efforts to foster environments where everyone feels welcomed, safe and respected.

Available on NRPA's website, the [best practices guide](#) walks agencies through the steps to create a policy:

- What is a policy
- Why it's important to specifically call out inclusive practices
- How to assess community needs and involve the community and target audiences in policy creation
- How to measure the effectiveness of the guide
- How to implement the policy among agency staff and the greater community

The guide also includes policy examples from agencies across the country and was reviewed by NRPA members involved in the association's Social Equity and Health and Wellness Advisory panels.

In addition to creating a formal inclusion policy, NRPA encourages members to make an inclusion pledge to ensure that everyone has access to the benefits of parks and recreation, especially historically marginalized groups. For more information on the Parks for Inclusion initiative, and to download the guide, visit www.nrpa.org/ParksForInclusion.

Key Findings from the *Park and Recreation Inclusion Report*

Park and recreation professionals often serve diverse populations with differing needs and desires. Agencies offer programming and activities for many community members, including:

- Individuals with physical disabilities (74%) and/or cognitive disabilities (62%)
- Members of multicultural/racial/ethnic communities (71%)
- Members of the LGBTQ+ communities (30%)
- Members of the refugee or immigrant communities (27%)

What they have in common is how they define "inclusion" for parks and recreation. Industry leaders agree that park and recreation facilities, programs and services should be accessible to people of all backgrounds, regardless of race, gender, sexual orientation, socioeconomic position or physical/cognitive ability. Inclusion means removing barriers that can deprive some people of the opportunity to enjoy the benefits of parks and recreation. Survey respondents also see inclusiveness at park and recreation facilities as a way to bring people together and celebrate the diversity of the communities in which they live.

Two in 5 park and recreation agencies have a formal policy that ensure their offerings and facilities are inclusive to all members of the community.

The greatest challenges keeping park and recreation agencies from being more inclusive to all members of the community include:

- Insufficient funding (57%)
- Inadequate staffing (46%)
- Facility-space shortages (29%)
- Lack of staff training (25%)

Maureen Acquino is *NRPA's Program Manager* and Suzanne Nathan is *NRPA's Media Specialist*.

0 Comments

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ENM Parks Commission Update

February 28, 2019

1. We should be getting the final numbers for 2018 by our March 26th from our new Accountant, Kellie Stewart, who started on January 15th...say "hi" next time that you're in City Hall!
2. Good news! The City and Elko Express have once again been chosen to host a Twins Baseball Clinic! This year, it will be on Saturday, June 15th from 10 AM to 1 PM @ Fredrickson Field. More details to follow at the March Parks Commission Meeting!
3. As you know from our February meeting, I applied for SMSC Trail Grant funds with the assistance from Bolton-Menk, Inc for a segment to connect Windrose 8th Addition to Woodcrest Addition, so that Woodcrest residents could have better access to the Pete's Hill "Lookout" and trail and the Windrose 8th residents could have access to Woodcrest Park. This segment cost of about \$23,000 fit into the parameters for the remaining funds – the 2-trail links in our 2019 Goals would've have been too expensive to qualify for funding. That application was filed on January 29th to make the January 31st deadline. To date, I have not heard from the SMSC on the status of the grant proposal other than it was received.
4. The Rowena Pond Park RePurposing Master Plan is now underway! The Public Works Department has completed the first phase by relocating the playground equipment. Now that the playground equipment has been moved, the next step will be to move the baseball field. I will meeting with the neighbors adjacent to the park in early April before that part of the project is started to go over resolution of their current drainage issues now that the City Engineer has determined options. Assuming assent from the neighbors, we can start grading as soon as next Spring for the new T-Ball field, while the current one is in use over the Summer. I will be looking at a Twins Community Fund grant to see if the upgrade T-Ball Field qualifies for funding.
5. The Skating Rink at Little Windrose Park opened on Wednesday, December 19th for the Holidays and has seen a lot of use this Winter. Thanks to the PW Department for keeping them in good shape and for their efforts in keeping the trails open during all the snowstorms, too!
6. The Parks Commission approved the purchase of archery equipment at the December meeting. I contacted, Terri Murtagh of the Three Rivers Parks

staff, to outline a list of needed equipment to purchase through New Prague Community Ed via the National Archery in Schools Program, which has a 10% discount for purchasing through the organization. The archery equipment was ordered in February and it is beginning to arrive for use this Summer! I will have approval of the Invoice on the March 27th parks Commission Meeting.

7. Jessica Davidson and I firmed up the “lineup” for the Winter programming at the library on Thursday evenings at 6:30 PM. The 4 events will be called March “Calmness” and will focus on Family Wellness and Health activities that emphasize movement, relaxation, and fitness challenges! Again, our thanks to Jessica Davidson and New Prague Community Ed for their support in managing these events!
8. Speaking of programming, the Winter/Spring Community Ed catalogues are out for both New Prague and Lakeville. This Winter, we’ve focused on more senior programming, so a sampling of those in Elko New Market include AARP Smart Driver Courses at the ENM Library; Hearts and Flowers for Valentine’s Day; a Movie Day each month; and a Spring Fling. Other programming for both seniors and adults includes: How to Pay for a Nursing Home; Understanding Long Term Care Insurance; and Understanding Trusts and Wills. In addition, the popular Adult Open Basketball is back at Eagle View every Tuesday evening from 8 PM to 10 PM and Zumba; Dance Fitness; Pilates; and Hall Walking return to Eagle View for the Winter. Finally, online learning on 52 different subjects is available on ed2go/ce721 to all ENM residents! Of course, there are many programs for young adults and kids, too!
9. As you recall from the November Parks Commission Meeting, the Open House on the Disc Golf Course was held. I did 2 Facebook postings on it and a Website invitation to talk about it with interested residents at the meeting, but none showed, nor did I receive any other email or phone feedback. I’ve firmed up the course design with the assistance of the City Engineer’s Office and showed you a better graphic at the December Parks Commission Meeting. I met with the vendor on December 10th and reviewed/confirmed the design layout and he will begin construction in early May. I will do a couple of more Facebook postings when I have an official start date, so the neighborhood is aware of the project.
10. As we discussed at the December Parks Commission meeting, another residential development starting to take shape is the Le Property on the

NW Quadrant of Dakota Avenue and James Parkway, which would be annexed to the City for about 70 single family homes. I conveyed the Parks Commission recommendation that should the development move forward, cash, rather than land, should be paid by the developer. There has been no further progress to date on the development.

11. Since Commissioner Zahratka will be out of town for the next New Prague Community Ed Advisory Council Meeting on Thursday, March 11th @ 6 PM, please check your calendars and let me know if you can attend on behalf of the Parks Commission.
12. Based on the criteria established by the Parks Commission at the January meeting, I reviewed 3 options, along with costs, for the 5 additional pet waste stations at the February Parks Commission meeting. Consensus was to go with Dog Waste Depot's "Dog Waste Station with a patented One Pull Bag System for \$219.99 each. I will have the invoice from the company ready for consideration of final approval at the March 26th Parks Commission meeting.
13. On January 14th, I met with Morton Building Systems on repairing the damage to the Wagner Park Shelter. The City Council approved the down payment of \$1,369 for the repairs at their January 24th meeting. The materials to make the repairs were received on February 21st. I will be working with them to get a firm date for the repairs.
14. I am working with St Nicholas Church on a 5K race/walk for this Fall as fundraiser for church activities...more at the March Parks Commission meeting.
15. The terms of Commissioner Miller and Commissioner Melgaard are up on March 31, 2019. I passed along their interest in being reappointed for a 3-year term to the City Council. They did decide to open the process to see if anyone else was interested at their January 10, 2019 City Council meeting. I'll have a status report at the March Parks Commission meeting.
16. Since I will be on vacation for the Tuesday, March 12th Parks Commission meeting, as noted at the February Parks Commission meeting, the next Parks Commission Meeting has been moved to Tuesday, March 26th, 2018 at 4:00 PM at ENM City Hall.
17. See you March 26th @ 4 PM @ ENM City Hall for our March Parks Commission meeting!

March 7th

GLOW STICK DANCE

Get out and move your body as we dance to the beat. We'll provide the lights, music and glow sticks, and you provide the moves. We will be dancing along to the videos of kid friendly songs from GoNoodle, Just Dance Kids, and Kidz Bop.

March 14th

FROM CHAOS TO CALM

During this family-friendly interactive presentation by 1000 petals, kids and parents will explore parenting strategies and experience the benefits of using movement and relaxation techniques, along with specific instruction on how and when to use them throughout the day. Discover practical tips/routines so you can enjoy spending time together and shift chaos to calm.

MOVEMENT EDITION

**FREE
EVENTS**

MARCH FAMILY FUN NIGHTS

**Events Begin
at 6:30 pm.**

ENM Library

March 21st

YOGA

We will be doing a fun and inclusive Vinyasa flow to balance the body and the mind. We will learn the tools of yoga and breathing strategies to support you in your everyday life. This yoga class is appropriate for all ages and levels so the whole family can join the fun! Bring a beach towel or mat if you have one.

March 28th

FITNESS BOOMERS

Tackle an obstacle course, ultimate yoga challenges, and other fitness activities with our Fitness Boomers expert. Develop greater awareness of both body, mind wellness and breath. Practice different poses to have fun. Be happy, positive, respectful, give love and kindness through this spirit lifting session. Fun for the whole family.





Saturday, April 13th

Eagle View Elementary Outdoor Fields

25600 Nevada Avenue, Elko New Market

10:00 A.M.

EGG HUNT

We're having an Egg Hunt and Petting Zoo (weather dependent) at
Eagle View Elementary in Elko New Market!

Epic fun for Toddlers - 5th Grade kids on the playground and outdoor fields!
Sunshine, Snow, or Rain, come ready for outdoor fun.
DRESS WARM and ARRIVE EARLY!!



Eggs gathered will be
turned in for a goodies bag
and prizes!

Bring your camera to
take pictures
with our special guest
the Easter Bunny!

Contact City Offices with Questions: 952-461-2777

\$3/child pre-registered or \$5/child the day of egg hunt

www.ci.enm.mn.us/events



Spring/Summer Activities in ENM

Kirsch, Janelle [jkirsch@isd721.org]

Sent: Thursday, March 07, 2019 11:58 AM

To: Stephanie Fredrickson; Mark Nagel

Attachments: Summer ENM Classes - 2019.xlsx (12 KB)

I have put together a spread sheet of classes and camps currently scheduled in ENM. I'm hopeful that I was able to get everything included. I'm hoping this will be helpful for you in knowing what is happening in your community. The green are family options, yellow is adults and white is youth.

Thanks!

Janelle



Janelle Kirsch | Director of Community Services

Community Services | 410 Central Ave. N | New Prague, MN 56071

phone: 952-758-1733 | fax: 952-758-1739

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New Prague Area Schools: Proud Tradition, Promising Future

| Course Name | Buildings |
|--|-------------------------------|
| Driver's Education - Classroom Instruction | Eagle View Elementary |
| Zumba and Zumba Strengthening | Eagle View Elementary |
| Grandmasters of Chess - Spring | Eagle View Elementary |
| Senior Central- Spring Fling | Market Village Meeting Room |
| Level Up Dance Fitness | Eagle View Elementary |
| Ratchet Mechanics | Eagle View Elementary |
| Viva el Español | Eagle View Elementary |
| Watch me Draw: Spring Animals - Cuddly, Cute and Fun to Create | Eagle View Elementary |
| German (Please note new dates and pricing) | Eagle View Elementary |
| Pilates and Bodyweight Conditioning | Elko New Market Library |
| Canvas & Cocktails | St. Patrick's Tavern |
| Track and Field Decathlon | Eagle View Elementary |
| Zumba and Zumba Strengthening | Eagle View Elementary |
| Level Up Dance Fitness | Eagle View Elementary |
| Home Alone | Eagle View Elementary |
| Canvas & Cocktails | St. Patrick's Tavern |
| The SPOT - Entering Grades 6-8 | Eagle View Elementary |
| Pilates and Bodyweight Conditioning | Elko New Market Library |
| Zumba and Zumba Strengthening | Eagle View Elementary |
| Tech Academy: NEW! Java Minecraft Modding-Infinity Gauntlet | Eagle View Elementary |
| Tech Academy: New! Extreme EV3 Robotics Tournament | Eagle View Elementary |
| Children's Self Defense | Eagle View Elementary |
| YEL: Destination Mars:Rockey Course | Eagle View Elementary |
| Cheerleading! Dance! Tumbling! Camp | Eagle View Elementary |
| Women's Self Defense | Eagle View Elementary |
| Kidcreate: How to Draw Camp | Eagle View Elementary |
| Canvas & Cocktails | St. Patrick's Tavern |
| Horse Camp | Capall Stables |
| Painting in the Park | Cedar Lake Farm Regional Park |
| Horse Camp | Capall Stables |
| Tech Tac Toe: Glam Lab | Eagle View Elementary |
| Ninja Warrior Camp | Eagle View Elementary |
| Zumba and Zumba Strengthening | Eagle View Elementary |
| Kidcreate: Glow-in-the-Dark Mosaics | Eagle View Elementary |
| Moonlight Canoeing on Cedar Lake | Cedar Lake Farm Regional Park |
| Canvas & Cocktails | St. Patrick's Tavern |
| Play-well: Intro to STEM | Eagle View Elementary |
| Painting with Kate | Eagle View Elementary |
| Sports Unlimited: Kickball-Dodgeball | Eagle View Elementary |
| Play-well: STEM Challenge | Eagle View Elementary |

| Start Date | Days | Earliest Start Time | Latest End Time |
|------------|-----------------|---------------------|-----------------|
| 04/01/2019 | Mon, Tue/Thu | 6:00 PM | 9:00 PM |
| 04/02/2019 | Tue/Thu/Sat | 9:00 AM | 7:30 PM |
| 04/03/2019 | Wednesdays | 4:00 PM | 5:00 PM |
| 04/04/2019 | Thursday | 10:30 AM | 12:00 PM |
| 04/08/2019 | Mondays | 6:30 PM | 7:15 PM |
| 04/09/2019 | Tuesdays | 4:00 PM | 5:00 PM |
| 04/09/2019 | Tuesdays | 4:00 PM | 5:30 PM |
| 04/11/2019 | Thursdays | 4:00 PM | 5:00 PM |
| 04/15/2019 | Mondays | 4:00 PM | 5:00 PM |
| 04/15/2019 | Mondays | 6:30 PM | 7:30 PM |
| 04/21/2019 | Sunday | 6:00 PM | 8:00 PM |
| 04/29/2019 | Mondays | 4:00 PM | 5:00 PM |
| 05/02/2019 | Tue/Thu/Sat | 9:00 AM | 7:30 PM |
| 05/09/2019 | Mon/Thu | 6:30 PM | 7:15 PM |
| 05/11/2019 | Saturday | 8:00 AM | 11:00 AM |
| 05/19/2019 | Sunday | 6:00 PM | 8:00 PM |
| 6/4/2019 | Tue-Thu | | |
| 06/03/2019 | Mondays | 6:30 PM | 7:30 PM |
| 06/04/2019 | Tue/Thu | 6:30 PM | 7:30 PM |
| 06/10/2019 | Mon-Wed | 9:30 AM | 12:00 PM |
| 06/10/2019 | Mon-Wed | 1:00 PM | 3:30 PM |
| 06/11/2019 | Tuesdays | 10:45 AM | 11:30 AM |
| 06/17/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 06/17/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 06/18/2019 | Tuesday | 12:00 PM | 2:00 PM |
| 06/19/2019 | Wed-Fri | 9:00 AM | 12:00 PM |
| 06/23/2019 | Sunday | 2:00 PM | 4:00 PM |
| 06/24/2019 | Mon-Wed | 9:00 AM | 12:00 PM |
| 06/24/2019 | Monday | 10:00 AM | 12:00 PM |
| 07/08/2019 | Mon-Wed | 9:00 AM | 12:00 PM |
| 07/08/2019 | Mon-Thu | 9:00 AM | 11:55 AM |
| 07/08/2019 | Mon-Thu | 9:00 AM | 11:00 AM |
| 07/09/2019 | Tue/Thu | 6:30 PM | 7:30 PM |
| 07/12/2019 | Friday | 1:00 PM | 4:00 PM |
| 07/13/2019 | Saturday | 8:00 PM | 10:00 PM |
| 07/14/2019 | Sunday | 2:00 PM | 4:00 PM |
| 07/15/2019 | Mon-Fri | 9:00 AM | 12:00 PM |
| 07/15/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 07/15/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 07/15/2019 | Mon-Fri | 1:00 PM | 4:00 PM |

| | |
|---|---------------------------------|
| Driver's Education - Classroom Instruction | Eagle View Elementary |
| Kidcreate: Masters on Canvas Camp | Eagle View Elementary |
| YEL: Project Runway | Eagle View Elementary |
| Sports Unlimited: Intro to Quidditch | Eagle View Elementary |
| Painting in the Park | Cedar Lake Farm Regional Park |
| Elko New Market/Lonsdale Flag Football Mini Camp | Eagle View Elementary |
| Pilates and Bodyweight Conditioning | Elko New Market Library |
| America's Fun Science: Ornithopter Fun with "Dr. Fun" | Eagle View Elementary |
| | |
| The Greatest Show - Preschool Dance | Eagle View Elementary |
| | |
| Tumbling to the Wild Side - Preschool Gymnastics | Eagle View Elementary |
| Babysitting Basics and Safety | Eagle View Elementary |
| | |
| All-Star Preschoolers | Eagle View Elementary |
| America's Fun Science: Floating Magnet Car Fun | Eagle View Elementary |
| Horse Camp | Capall Stables |
| YEL: Summer Chess Camp | Eagle View Elementary |
| Tech Academy: Pokemon Movie Making | Eagle View Elementary |
| Tech Academy: Engineering-Crazy Action Contraptions | Eagle View Elementary |
| Elementary Trojan Rec Soccer League - Elko New Market | Eagle View Elementary |
| Elementary Trojan Rec Soccer League - Elko New Market | Eagle View Elementary |
| Elementary Trojan Rec Soccer League - Elko New Market | Eagle View Elementary |
| Abrakadoodle: Slime and Goo | Eagle View Elementary |
| Tech Tac Toe: STEM Squad- Bricks and Robots | Eagle View Elementary |
| Camp Kindergarten | Eagle View Elementary |
| Abrakadoodle: Art Blast Kids Camp | Eagle View Elementary |
| Abrakadoodle: Pat, Push and Pull Clay Camp | Eagle View Elementary |
| | |
| Zumba and Zumba Strengthening | Eagle View Elementary |
| Archery for All Ages | Windrose Park - Elko New Market |
| Mini-Sport Camp | Eagle View Elementary |
| Canvas & Cocktails | St. Patrick's Tavern |

Kids Company/ Summer WRAP - PreK-Grade 5

Families

Adults

PreK and Youth

| | | | |
|------------|-------------|----------|----------|
| 07/22/2019 | Mon-Fri | 9:00 AM | 8:30 PM |
| 07/22/2019 | Mon, Tue | 9:00 AM | 12:00 PM |
| 07/22/2019 | Mon-Fri | 9:00 AM | 12:00 PM |
| 07/22/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 07/22/2019 | Monday | 10:00 AM | 12:00 PM |
| 07/22/2019 | Mon-Thu | 6:30 PM | 7:30 PM |
| 07/22/2019 | Mondays | 6:30 PM | 7:30 PM |
| 07/23/2019 | Tuesday | 12:00 PM | 1:00 PM |
| 07/24/2019 | Wednesdays | 9:00 AM | 9:45 AM |
| 07/24/2019 | Wednesdays | 9:45 AM | 10:30 AM |
| 07/24/2019 | Wednesday | 10:00 AM | 4:00 PM |
| 07/24/2019 | Wednesdays | 10:30 AM | 11:15 AM |
| 07/25/2019 | Thursday | 12:00 PM | 1:00 PM |
| 07/29/2019 | Mon-Wed | 9:00 AM | 12:00 PM |
| 07/29/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 07/29/2019 | Mon-Wed | 9:30 AM | 12:00 PM |
| 07/29/2019 | Mon-Wed | 1:00 PM | 3:30 PM |
| 07/30/2019 | Tuesdays | 6:00 PM | 6:55 PM |
| 07/30/2019 | Tue/Thu | 7:00 PM | 8:00 PM |
| 08/01/2019 | Thursdays | 6:00 PM | 6:55 PM |
| 08/02/2019 | Friday | 9:00 AM | 12:00 PM |
| 08/05/2019 | Mon-Thu | 9:00 AM | 11:55 AM |
| 08/05/2019 | Mon-Thu | 9:00 AM | 2:30 PM |
| 08/05/2019 | Mon-Thu | 10:00 AM | 12:00 PM |
| 08/05/2019 | Mon-Thu | 12:30 PM | 2:30 PM |
| 08/08/2019 | Tue/Thu/Sat | 9:00 AM | 7:30 PM |
| 08/10/2019 | Saturday | 10:00 AM | 12:00 PM |
| 08/12/2019 | Mon-Thu | 9:00 AM | 12:00 PM |
| 08/18/2019 | Sunday | 2:00 PM | 4:00 PM |

Think SPRING!! Engineered Wood fiber top off special!!

Jill Zimmer [jill@mnwiplay.com]

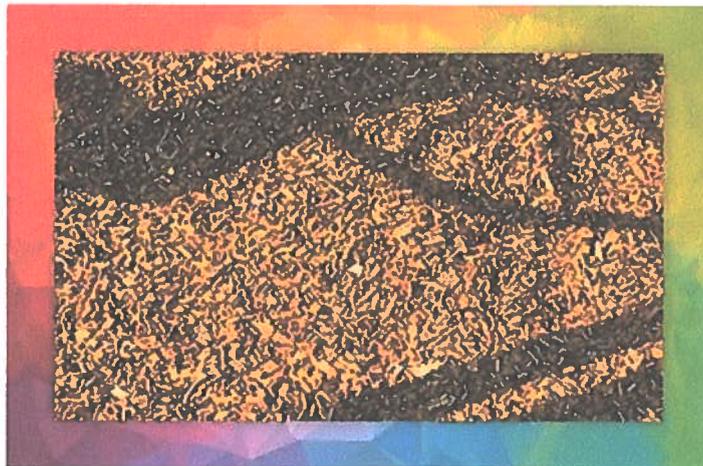
Sent: Wednesday, March 13, 2019 9:50 AM

To: Mark Nagel



Spring Engineered Wood Fiber Sale!

Top off your playground or dog park at this special pricing!! SAVE NOW!



Spring into Savings With Our Engineered Wood Fiber Special!

Freshen up your playground or dog park by topping things off at special spring pricing. This promotion is available in the 7 county metro area and is only available through March 31, 2019!!! ORDER NOW!

\$1799.00 per 100 cubic yards delivered!

Here are the details:

- Available in the 7 county metro area to include: Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington
- Must be ordered by 3/31/19 and delivered between 4/15/19 - 10/31/19
- For materials only, installation is not included
- Additional \$120 drop fee per location if more than one drop location is required
- Call MN WI Playground to place your order! 763-546-7787

To answer your question... YES THE SNOW WILL MELT!!!

**CALL MN WI PLAYGROUND to place your order at
763-546-7787**



Engineered Wood Fiber (EWF) is a popular choice for budget-conscious playgrounds. While affordable, EWF will require ongoing maintenance and occasional topping off during its lifetime. This maintenance will help uphold the recommended compacted material depth, thus keeping the surface compliant with applicable standards and warranty.



Made of specially ground wood fibers, it helps reduce mud puddles, craters, dust and dirt in your dog park. Engineered Wood Fiber is made from wood fibers that have been screened to yield random-sized particles.

Varying sizes of the material aids in the interlocking process to reduce movement and



Finnegan Playground Adventures

1609 County Road 42 #317
 Burnville, MN 55306
 Office (952) 687-1415
 Matt@FPAcompany.com

www.FPAcompany.com

Quotation

Project: Elko - New Market
Contact: Mark Nagle
Bill To: 601 Main Street
 Elko New Market, MN 55054

Email: mnagel@ci.enm.mn.us

Phone: (952) 461-2777
 same
Date: 3/15/2019

Ship To:

| Qty | Design/Item # | Description | | Total |
|-----|---------------|----------------------|---------|----------|
| 100 | EWF | Engineered Woodfiber | \$18.65 | 1,865.00 |

COOP Discount

Thanks For this Opportunity

| | | |
|--|--------------|-----------------|
| | Subtotal | 1,865.00 |
| | Freight | 250.00 |
| | Installation | |
| | Sales Tax | TBA |
| | Total | 2,115.00 |

NOTE: Tax Exempt # _____ * Please provide certificate
 Includes installation and unloading of equipment
 Does not include prevailing wages

NOTE: Any Insurance requirements above \$1,000,000 General Liability will be subject to a surcharge

UNLESS OTHERWISE NOTED, prices shown are material only. They DO NOT include: assembly, installation, border, safety surfacing, drain tile, geotextile fabric, removal of existing equipment, site preparation, excavation or site restoration, unloading of equipment, disposal of packaging material, storage of equipment, additional insurance and bonding would be extra, unless otherwise stated above. If playground equipment or materials are stored off site, Does not include prevailing wages

Prices firm for 30 days, subject to review thereafter. Our terms are 50% with order and 50% after install unless discussed with prior arrangements

Signed: Matt Finnegan 3-15-19
 Matt Finnegan
 Sales Contact

Accepted _____
 Date: _____
 Printed Name: _____

Terms & Conditions

Contract: Seller's Copy of signed quote represents the contract between Seller and Buyer. This form supercedes all previous communications and negotiations and constitutes the entire agreement between the parties. Any changes to this contract are not binding unless jointly agreed in writing via Change Order.

Quantity: The quantity of merchandise and/or material to be delivered and/or installed shall not vary from the amount specified unless a different amount is first agreed to via Change Order. Changes are subject to price adjustment.

Pricing: Pricing is F.O.B factory. Current year pricing is honored on contracts completed prior to December 3, 2019. Contracts completed after this date are subject to price change.

Responsibility: Flagshi Recreation shall be repsonsible for any loss or damage to merchandise until delivered to Buyer at F.O.B destination point. Buyer is responsible for loss or damage thereafter.

Inspection: Merchandise shall be subject to Buyer's inspection within a reasonable time after the arrival at the ultimate destination. Upon inspection, it is the Buyer's responsibility to notify Flagship Recreation if merchandise does not meet requirements of the order.

Project Scope (This Section For Quotes Including Installation)

Inclusions:

- One Mobilization
- Public Utility Locates
- Unpacking of Play Equipment
- Assembly of Play Equipment
- Placing, Digging or Surface Mounting Equipment (as specified)
- Concrete for Play Equipment Footings
- Standard Insurance Offer (Detail Provided Upon Request)
- Standard Warranty Offer (Detail Provided Upon Request)
- Standard Wage Rates

Exclusions (Unless Specifically Quoted):

- Accepting & Unloading of Order Prior to Installation
- Storage or Security of Equipment
- Private Utility Locates (irrigation, low voltage, lighting, etc.)
- Additional Labor Due to Site Access. Require 8' Wide Clearance from Staging Area to Play Space.
- Additional Labor and/or Related Costs Due to Subsurface Conditions (Rock, Hardpan, Heavy Clay, Ground Water, etc.)
- Additional Labor and/or Related Costs Due to Working in Unstable Soils (Sand, Pea Rock, Mud, Poor Site Drainage, etc.)
- Offsite Removal of Spoils From Footing Holes or Other Excavation. Can be stockpiled for owner removal or left in play space
- Disposal of Packing Material. Can be Stockpiled for Owner Removal or Deposited in Owners Onsite Dumpster
- Removal of Existing Play Equipment, Border or Safety Surfacing Material
- Site Work of Any Kind. Exclusions include, site grading (owner to provide max slope of 1%), site restoration, drainage, etc.
- Border for Play Space
- Bonding of Any Type
- Permits of Any Kind

Please note, quotes including installation are based on site access and site conditions that have been conveyed to Flagship Recreation by the owner/owner's representative and based on ideal conditions required to complete the project as quoted. Unless addressed prior to the installation quote being issued or specifically documented herein, any issues encountered that impede the progress or completion of the project as quoted will result in additional charges.

Acceptance of Quotation:

| | | | |
|----------------------------|----------------------------------|-------------------------|---------------------|
| Accepted By (Print) | Mark Nagel - Asst. Administrator | PO#: | |
| Signature: | | Email: | mnagel@ci.enm.mn.us |
| Title: | | Phone: | |
| Date: | | Purchase Amount: | \$2,107.43 |



From: Ortiz, Josh <JoshOrtiz@twinsbaseball.com>

Sent: Thursday, February 21, 2019 11:57 AM

To: ljtborgen@hotmail.com

Subject: Play Ball! MN Youth Clinics

Dear Linda Borgen,

Thank you for applying to host a 2019 Play Ball! Minnesota Youth Clinic. I am thrilled to inform you that Elko Express Baseball was selected as a host.

Your clinic date is Saturday, June 15, 10:00 AM - 1:00 PM. Participants ages 6-9 will report at 10:00 AM and participants ages 10-13 will report at 11:30 AM.

Our staff did our best to accommodate your preferred dates that you listed in your application. In all cases we were able to stay away from the dates you listed as dates that were unavailable.

There is one last step to confirm your host site. Please complete the clinic confirmation form using this link - [2019 Youth Clinic Confirmation Form](#).

Please complete the confirmation as soon as possible. Once we receive your confirmation, we will provide you with a press release for you to share with local media as well as a flyer for you to use to promote the clinic.

Please let me know if you have any questions about our 2019 clinics. Thanks for your support of youth baseball!



Josh Ortiz

Manager, Community Programs

Minnesota Twins Baseball Club

Target Field | Minneapolis, Minnesota 55403

P: (612) 659-3506 | M: (651) 485-0617 | F: (612) 659-4031

Fw: Play Ball! MN Youth Clinics

Linda Borgen [ljtborgen@hotmail.com]

Sent: Thursday, February 21, 2019 2:31 PM

To: Mark Nagel

Twins Baseball clinic will be June 15. I did put fire hall down as an alternate place in case of bad weather. Can you contact Todd Friedges or do you want me to????

From: Ortiz, Josh <JoshOrtiz@twinsbaseball.com>

Sent: Thursday, February 21, 2019 11:57 AM

To: ljtborgen@hotmail.com

Subject: Play Ball! MN Youth Clinics

Dear Linda Borgen,

Thank you for applying to host a 2019 Play Ball! Minnesota Youth Clinic. I am thrilled to inform you that Elko Express Baseball was selected as a host.

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Josh Ortiz

Manager, Community Programs

Minnesota Twins Baseball Club

Target Field | Minneapolis, Minnesota 55403

P: (612) 659-3506 | M: (651) 485-0617 | F: (612) 659-4031



STAFF MEMORANDUM

| | |
|--------------------------|--|
| SUBJECT: | Farmers Market Progress Report |
| MEETING DATE: | March 26, 2019 |
| PREPARED BY: | Mark Nagel, Assistant City Administrator |
| REQUESTED ACTION: | Informational |

COMMUNITY VISION:

- A mature growing freestanding suburb of the Twin Cities Metropolitan Area, preserving historic landmarks and small town character while providing suburban amenities and services, as well as full range of employment, housing, business, service, social, technology infrastructure and recreational opportunities for citizens and visitors
- Promote a diverse commercial base including light industrial and facilitating planned redevelopment which will be aesthetically pleasing with architectural standards that promotes quality development
- Provide a full range of municipal services to its residents. The City will allocate sufficient resources to meet the growing needs of the community
- A comprehensive park and trails system that will have sufficient facilities, play fields and open space to meet the needs of residents
- An effective and efficient transportation system, including access to the greater metropolitan area, transit opportunities, and improved connectivity to the interstate
- Provide community oriented local government and be financially sound, engaging in long-term financial planning to provide municipal services without undue burden on tax payers

5 YEAR GOALS:

- Diverse tax base, employment opportunities, additional businesses and services, promote high quality broad spectrum of residential development
- Advance "shovel ready" status of areas guided for commercial and industrial development
- Acquisition of land for public purposes, position City to take advantage of land acquisition opportunities
- Enhance quality of life through parks, trails, recreational programming and cultural events
- The development of residential lots and an increase in residential building permit activity

COMMUNITY ORIENTED LOCAL GOVERNMENT:

- Community Involvement
- Organizational Improvement
- Problem Solving
- Performance Measurement
- Professionalism

BACKGROUND:

In the past, the City has had a small Farmers Market, but there is currently not one in Elko New Market. At the February parks Commission Meeting, the Assistant City Administrator (Chair) was directed to explore options for bringing back a Farmers Market to the City and report back to the Parks Commission at the March 26, 2019 Regular Meeting.

DISCUSSION:

Given current resources, I have been researching the following options:

1. Applying for an AmeriCorps intern for the City, which is an 80-20 grant split, one of whose duties would be to manage a Farmers Market, along with perhaps recycling, the Green Step Cities Program, and 20% of their time on "basic" service projects for City. The drawbacks are the length of the application process, monitoring requirements, no control over the selection of the intern, and that the person would not be available until September this year and would finish in August of 2020 (they would not be available for a Farmers Market in 2019 or the last 3 months of 2020). I did not apply for the grant for these reasons.
2. Partner with Another City w/ a Farmers Market – I have looked at 3 possibilities of surrounding cities with a Farmers Market...Lonsdale, New Prague and Savage. New Prague, which is not a City function, is run by a vendor on a volunteer basis – they do Lonsdale on Thursday evenings and New Prague on Saturday morning. Savage's is run by the St Paul Farmers Market on Sunday mornings. I believe St Paul Farmers Market is does Lakeville's, too. I can contact the St Paul Farmers Market.
3. Partner with a local vendor or volunteer to organize and operate an ENM Farmers Market – Website, Social Media could be used to see if there's a volunteer that is interested. The City could provide Staff support. Farmhouse Market in New Prague is a possible source to contact.
4. The City could hire a PT person to perform this duty...and, others for about \$25/H reg., Little Canada is hiring a Recreation Coordinator for 15 to 20hours/week to manage the Farmers Market, coordinate special events, scheduling park facilities, Night to Unite, and promoting recreational activities.
5. Other ideas?

RECOMMENDATION:

Staff recommends continuing the discussion started at the February meeting on the options for a Farmers Market.

RE: FW: ENM Project

Mark Nagel

Sent: Thursday, March 14, 2019 7:12 PM

To: Leiviska Disc Golf Design [leiviskadiscgolfdesign@gmail.com]

Cale -

I'll send you an invite in the next couple of days.

Mark

From: Leiviska Disc Golf Design [leiviskadiscgolfdesign@gmail.com]

Sent: Thursday, March 14, 2019 2:29 PM

To: Mark Nagel

Subject: Re: FW: ENM Project

Monday May 13th would work perfectly for me.

Thanks

Cale

Re: FW: ENM Project

Leiviska Disc Golf Design [leiviskadiscgolfdesign@gmail.com]

Sent: Wednesday, March 13, 2019 1:29 PM

To: Mark Nagel

Hey Mark,

Just looking at our schedule and how the weather is, how about we lock in the week of Monday June 3rd for the install? I can come down a week or two before hand and go over the plans with you and any city folks who will be involved. If Elko New Market can pay the invoice sometime before then, i will have the equipment delivered a few weeks before hand just to make sure everything is ready to go.

Let me know how this sounds and enjoy your vacation.

Cale

Schlomka's Portable Restrooms & Mobile
Pressure Washing LLC
P.O Box 2429
Inver Grove Heights, MN 55076
651-332-4200



Invoice

BILL TO
City of Elko New Market

INVOICE # 5833
DATE 03/03/2019
DUE DATE 04/02/2019
TERMS Net 30

| ACTIVITY | QTY | RATE | AMOUNT |
|---|-----|--------|--------|
| Rental Unit Little Windrose Park -12511 Oakridge Way | 1 | 80.00 | 80.00 |
| ADA Unit Little Windrose Park -12511 Oakridge Way | 1 | 130.00 | 130.00 |
| Rental Unit Wagner Park -220 St. Mary St | 1 | 80.00 | 80.00 |
| ADA Unit Wagner Park -220 St. Mary St | 1 | 130.00 | 130.00 |

February 2019

BALANCE DUE

\$420.00



National Archery in the Schools Program

INVOICE

Invoice Number: **249245**

Page: 1

NASP, INC.
W4285 LAKE DRIVE
WALDO, WI 53093

| | | |
|-----------------------------|---------------------------|----------------------------|
| Invoice Date 2/15/2019 | Due Date 3/2/2019 | Ship Date 2/15/2019 |
| Customer ID 30964 | Contact | |
| Cust. Phone 952-461-2777 | Cust. Fax 952-461-2782 | Shipment Number S252648 |
| MNAGEL@CI.ENM.MN.US | | |

Bill To: CITY OF ELKO NEW MARKET
601 MAIN STREET
ELKO NEW MARKET, MN 55020
UNITED STATES

Ship To: CITY OF ELKO NEW MARKET
MARK NAGEL
601 MAIN STREET
ELKO NEW MARKET, MN 55020
UNITED STATES

| | | | |
|----------------------|------------------------|----------------|----------|
| Terms NET 15 DAYS | Ext Doc No. 2019-01 | Your Reference | Ship Via |
|----------------------|------------------------|----------------|----------|

| Number | Customer Item No. | Description | Order Qty | Unit | Quantity | Unit Price | Total Price |
|--------|-------------------|---------------------------------|-----------|------|----------|------------|-------------|
| 10475 | | GENESIS LH RED CHERRY | 2 | EACH | 2 | 107.00 | 214.00 |
| 10473 | | GENESIS LH LEMON | 2 | EACH | 2 | 107.00 | 214.00 |
| 10471 | | GENESIS LH BLUE RASPBERRY | 2 | EACH | 2 | 107.00 | 214.00 |
| 11410 | | GENESIS LH ORANGE | 2 | EACH | 2 | 107.00 | 214.00 |
| SHBOWS | | SHIPPING BOWS | 8 | EACH | 8 | 8.00 | 64.00 |
| 10940 | | ARROW NASP | 120 | EACH | 120 | 2.75 | 330.00 |
| 12005 | | BOWCASE 3 BOW BLACK WITH POCKET | 8 | EACH | 8 | 125.00 | 1,000.00 |

EMAIL INVOICE TO:
MNAGEL@CI.ENM.MN.US

Website: www.naspschools.org Phone: (920) 523-6040 Fax: (920) 523-6042

| | | | |
|-----------------------------|------------------------------|-------------------|-----------------|
| Amount Subject to Sales Tax | Amount Exempt from Sales Tax | Subtotal: | 2,250.00 |
| 0.00 | 2,250.00 | Invoice Discount: | 0.00 |
| | | Total Sales Tax: | 0.00 |
| | | Total: | 2,250.00 |