MINUTES
CITY OF ELKO NEW MARKET
PARKS COMMISSION MEETING
May 8, 2024
6:00 PM

1. CALL TO ORDER

Chair Sutton called the meeting of the Elko New Market Parks Commission to order at 6:05 p.m.

Commission members present:	Sutton, Vernon, Hokeness and West
Members absent and excused:	Jones
Staff Present:	Planner Jake Skluzacek

2. PLEDGE OF ALLEGIANCE

Chair Sutton led the Parks Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Chair Sutton asked if there were any changes to the agenda. Planner, Jake Skluzacek, informed him that there were no changes to the agenda.

A motion was made by Hokeness and seconded by Vernon to approve the agenda as presented. Motion carried: (4-0).

4. PUBLIC COMMENT

Mark Bergstrom, 255 James Parkway, was present to speak on behalf of The New Market Baseball Association. Bergstrom stated that the program has 200 participants and 19 teams. Schedules are out and posted. Bergstrom thanked Staff for meeting with him at the Wagner Park fields to discuss maintenance items that needed to be addressed.

Bergstrom wished to have the Parks Commission revisit the Wagner Park Shelter Rental Policy to provide a recommendation to the City Council to allow for games to take place on weekends during the Summer. Bergstrom added that these would be Saturday morning games and games could start early so they can be out of the park by noon.

Discussion was held on the current policy and potential changes that could be made to allow for games to take place at the same time as shelter rentals. Currently, the main issue involving both uses taking place simultaneously relates to concerns about available parking at Wagner Park.

Chair Sutton let Bergstrom know that the Commission will discuss the possibility of recommending changes to the policy at next month's Parks Commission meeting when the topic will be discussed as part of the agenda. Bergstrom thanked the Commission for their consideration and also including NMBA as a Priority 1 User in the City's updated Park Facilities Reservation Form.

5. APPROVAL OF MINUTES

Chair Sutton asked if there were any changes to the minutes. No changes were discussed.

A motion was made by Vernon and seconded by West to approve the minutes of the April 10, 2024; meeting as presented.
Motion carried: (4-0).

6. GENERAL BUSINESS

A. Chair and Vice-Chair Appointments

Skluzacek informed the Commission that the recently updated Commission By-Laws state that the Commission must appoint a Chair and Vice-Chair for the Commission each year in April. Due to last month's agenda, Staff were bringing this item before the Commission at the May meeting. The Commission has never had a Vice-Chair and Commissioner Sutton has served as Chair of the Commission for its entirety. Skluzacek opened discussion up to the Commission regarding appointment of the Officer positions.

A motion was made by Sutton and seconded by Vernon to appoint Commissioner West as Chair of the Parks Commission.
After a rollcall vote the Motion failed: (1-3) Vernon voting for.

A motion was made by Sutton and seconded by Vernon to appoint Commissioner Sutton as Chair of the Parks Commission.
After a rollcall vote the Motion carried: (3-1) Vernon voting against.

A motion was made by Sutton and seconded by West to appoint Commissioner Vernon as Vice-Chair of the Parks Commission.
Motion carried: (4-0).

B. Pete's Hill Sign Discussion

Planner Skluzacek continued discussions with the Commission regarding the signage for Pete's Hill. At the April 10 meeting, feedback was received by Staff from the Commission regarding signage design. It was generally agreed that the sign would be a vertical, two-sided sign. One side would display information about Pete and Pete's Hill's history. The other side would display a map of the City's Park and Trail System. After more discussion by the Commission, it was decided to keep the Pete's Hill sign one-sided and only display information relating to Pete and Pete's Hill. Separate Park and Trail System maps will be

discussed as a separate agenda item at a future meeting along with any potential elevation signs for Pete's Hill.

Skluzacek noted that after speaking with a vendor that the estimated cost for the signage would be $1,000-$2,5000 and will fluctuate depending on design. Staff wished to gain more feedback on the location and placement of the sign within Pete's Hill. Discussion took place on two spots, one by the trail access along Xerxes Avenue and one towards the top of the hill behind the bench. After further discussion by the Commission, it was generally decided that the sign should be placed in the location towards the top of the hill and behind the existing bench.

Skluzacek also provided the Commission with an update regarding the Scott County Historical Society. After speaking with Historical Society Staff, it is unlikely that Pete's Hill would qualify for the Historic Register of Places. There are no historic buildings or events that have taken place in this location. Pete himself, although interesting, does not meet the criteria associated with being a significant person. Skluzacek thanked the Commission for the feedback and stated that he had enough information to move forward with the sign once funding is identified within the budget.

7. UPDATES & REPORTS

A. April Parks Commission Update

Planner Skluzacek had his report attached to the packet and briefly discussed upcoming projects including the installation of the Boulder Heights and Woodcrest Parks equipment. Updates were also included related to previous actions by the Commission and the current statuses associated with each. Lastly, Skluzacek included an update related to the City's first Adopt-A-Park cleanup.

B. April Parks Financial Report

Planner Skluzacek had his report attached to the packet. There was no discussion on the Parks Financial Report which was included in the packet.

8. PARKS COMMISSIONER'S QUESTIONS & COMMENTS

Commissioner West asked for clarification regarding the Parks Commission previous recommendations related to the Wagner Park Shelter and baseball fields since he was not on the Commission at that time.

Chair Sutton informed West of the history and issues that ultimately led to the recommendations that have been converted into policy. The main issue stemmed from parking at Wagner Park. Games generate more parking due to parents wanting to watch as opposed to practice which generates less parking. The Wagner Park Shelter is rented on weekends during the Summer which also generates parking. The lot is not large enough to accommodate both shelter rentals and games, so the decision was made to not allow for games on weekends and only allow for practices on weekends until a certain time. This was the compromise agreed

to between NMBA and Wagner Park Shelter users to prevent the two users from interfering with one another.

Commissioner West had a question on the funding structure of City trails and why the Wagner Park trail connection has been discussed as its own separate item and not just included with the 2040 Park and Trail Plan.

Planner Skluzacek informed West that the future trail plan will be mostly if not entirely created by the developers of the undeveloped properties where future trails and sidewalks have been identified according to the City's 2040 Comprehensive Plan. Since the Wagner Park trail connection was not identified as part of the plan and is proposed to be in an already developed area. Therefore, the Wagner Park trail connection will require funding that is not currently identified or earmarked in the City's budget and the City must decide if and when funding will be allocated for the project.

9. NEXT MEETING

The next regular meeting of the Parks Commission is set for Wednesday, June 12, 2024, at 6:00 PM at City Hall in the Council Chambers.

10. ADJOURNMENT

It was moved by Hokeness and seconded by West to adjourn the meeting at 7:09 p.m.
Motion carried: (4-0).

Respectively submitted by:

Jake Skluzacek
Planner 1