



**Norwood Young America Parks and Recreation Commission
Tuesday, October 18, 2016 at 5:30 p.m.
Oak Grove City Center ~ City Council Chambers, 310 Elm St. W.**

AGENDA

- 1. Call to Order
Sharilyn Feltmann
- 2. Pledge Allegiance
Lori Trocke
- 3. Adoption of Agenda
Jim Zellmann
- 4. Old Business
 - A. Willkommen Memorial Park Restrooms Project
 - B. Trail and Sidewalk Plan**Karla Hormann**
- 5. New Business
Julie Kuenzel,
School District Rep.
- 6. Miscellaneous Updates
- 7. Commissioner Reports/Updates
JR Hoernemann
Planning Comm. Rep.
- 8. Adjourn
Craig Heher
Council Liaison,
Chairperson

UPCOMING MEETINGS

- September 26th 6:00 p.m. - Parks & Recreation Commission and City Council Joint Meeting
- September 26th 7:00 p.m. – City Council meeting
- October 10th 6:30 p.m. – City Council meeting
- October 18th 5:30 p.m. – Parks & Recreation Commission meeting

**NORWOOD YOUNG AMERICA
PARKS & RECREATION COMMISSION
SEPTEMBER 13, 2016 MINUTES**

Present: Commissioners Sharilyn Feltmann, Lori Trocke, JR Hoernemann, Planning Commission Rep., Jim Zellmann, Karla Hormann, Julie Kuenzel, Community Education Rep., and Craig Heher, City Council Liaison.

Absent: None.

Staff Present: Steve Helget, City Administrator.

Others Present: Pat Shanahan, Paul Lano, Tom Sudheimer, Bill Grundahl, Lenny Hilgers, and John Rodeberg of Short Elliott Hendrickson.

1. Call to Order

Heher called the special meeting to order at 6:00 p.m.

2. Adopt Agenda

Motion was made by Zellmann to approve the agenda which included the change of order of the items under Old Business. Seconded by Feltmann and unanimously carried.

3. Approve Minutes of August 16, 2016 Meeting

Motion was made by Kuenzel to approve the August 16, 2016 minutes. Seconded by Trocke and unanimously carried.

4. Old Business

A. Willkommen Memorial Park Restrooms Project

Helget stated it was suggested at the August 16th regular meeting to invite local contractors to a meeting and asked them to provide their input on the restrooms specifications. Three local contractors were in attendance. They were Pat Shanahan, Lenny Hilgers, and Bill Grundahl.

Lenny Hilgers, Hilgers Plumbing & Heating suggested the Commission consider building onto the west side of the Old Town Buildings and presented a concept sketch. Mr. Hilgers stated the plumbing and electrical are already there. Hormann stated the Commission has discussed this location and concluded due to the issues with the building it doesn't make it the best option.

Bill Grundahl stated electrical would have to be extended to the old/preferred site due to the hand driers and water heater.

Tom Sudheimer suggested revisiting his design. The Commission spent considerable time discussing the different amenities. Staff was directed to dig some test holes at the site to determine the soil conditions. Pat Shanahan stated he would be willing to prepare a new design based on the ones developed by Mr. Sudheimer and SEH Engineering. The Commission welcomed Mr. Shanahan's offer.

B. Joint Meeting with City Council

A joint meeting with the Council is scheduled for September 26th at 6:00 p.m. The purpose of the meeting is to discuss the Willkommen Memorial Park Restrooms project, its financing, and other future parks related projects.

5. **New Business** – None.

6. **Miscellaneous Updates** – None.

7. **Commissioner Reports/Updates** – None.

8. **Adjournment**

There being no further business, motion was made by Trocke to adjourn the meeting. Seconded by Zellmann and unanimously carried the meeting was declared adjourned at 7:48.

Respectfully submitted,

Steven Helget, City Administrator

**NORWOOD YOUNG AMERICA
PARKS & RECREATION COMMISSION
SEPTEMBER 20, 2016 MINUTES**

Present: Commissioners Sharilyn Feltmann, Lori Trocke, JR Hoernemann, Planning Commission Rep., and Craig Heher, City Council Liaison.
Absent: Karla Hormann, Jim Zellmann and Julie Kuenzel, Community Education Rep.
Staff Present: Steve Helget, City Administrator.
Others Present: Karen Hallquist, Brian Crown, Andrea Krause, and Mayor Tina Diedrick.

1. Call to Order

Heher called the meeting to order at 5:40 p.m. The Pledge Allegiance was recited.

2. Adopt Agenda

Motion was made by Feltmann to approve the agenda with the addition of Dog Park under New Business. Seconded by Hoernemann and unanimously carried.

3. Old Business - None

4. New Business

Raider Softball Boosters – Phase II Dugouts Project

Karen Hallquist and Brian Crown representing the Raider Softball Boosters were present to review their proposal for installation of dugouts on the south softball field at the Sports Complex. Proposed is to utilize the same dugout design as on the north field except no shed will be built. The estimate cost is \$9,000 and proposed was to complete the masonry work this fall. Like the first phase, they're requesting the City waive the building permit fee. Ms. Hallquist also stated the Softball Boosters are applying for a Twins Community Fund Grant for upcoming safety improvements. The goal is to improve spectator safety with netting or permanent canopy coverings and possible shade trees to be added. An installation of a flag pole is also planned.

Motion was made by Trocke to approve the Raider Softball Boosters' Phase II Dugouts project and recommend such to the City Council. Seconded by Hoernemann and unanimously carried.

Sidewalk Removal Request

Helget stated Nick Sartell, 118 First Avenue NE, is requesting the sidewalk that runs parallel with the south side of his property (2nd Street SE) be permanently removed. There is currently no sidewalk in front of his property on First Avenue. Mr. Sartell's property is located southwest of St. John's Church and the sidewalk in question connects into the sidewalk located south of the Church's parking lot. An alley does separate the two properties. Following some discussion, Trocke suggested the Commission should review the City's Sidewalk Plan prior to making a decision.

Motion was made by Trocke to table Nick Sartell's sidewalk removal request. Seconded by Feltmann and unanimously carried.

Dog Park

Andrea Krause was present to request the installation of a dog park in Norwood Young America. Ms. Krause stated they currently take their dogs to Victoria to their Dog Park. Information and materials were provided to Ms. Krause on the research the Commission has conducted to date on establishing a Dog Park. The Commission informed Ms. Krause of its chosen site and stated the reason the project is on hold is the cost of purchasing fencing. At this time, the Willkommen Park Restrooms project is the Commission's priority. Once that project is bid out the Commission will consider other projects. Ms. Krause asked if she could research and solicit funding options/donations for the project. The Commission consented to support her efforts.

5. Miscellaneous Updates

Mayor Diedrick stated she was recently approached about painting lines on the tennis courts at Friendship Park so Pickleball could be played there. Following some discussion, the Commission consented to research the cost and installation of lines on the tennis courts.

Mayor Diedrick also requested the water fountain at Legion Park be made operational which may possibly require it to be relocated elsewhere in the park. Feltmann stated over the years the City has experienced problems with sand and dirt being put in the fountain which plugs it up. The Commission consented to consider it further.

6. Commissioner Reports/Updates - None

7. Adjournment

There being no further business, motion was made by Trocke to adjourn the meeting. Seconded by Feltmann and unanimously carried the meeting was declared adjourned at 6:37.

Respectfully submitted,

Steven Helget, City Administrator



TO: Parks & Recreation Commission Members
FROM: Steve Helget, City Administrator
DATE: October 18, 2016
SUBJECT: Willkommen Memorial Park Restrooms Project

At the September 13th special meeting, the Commission discussed the Restroom Projects with input from three local contractors. Pat Shanahan stated he would draft a new design based on the discussion at the meeting. Mr. Shanahan will have the draft design prepared and it will be distributed at the meeting.



TO: Parks & Recreation Commission Members

FROM: Steve Helget, City Administrator

DATE: October 18, 2016

SUBJECT: Trail and Sidewalk Plan

At the September 20th meeting the Commission considered a request from Nick Sartell, 118 First Avenue NE to remove the sidewalk that runs parallel with the south side of his property (2nd Street SE). There is currently no sidewalk in front of his property on First Avenue. Mr. Sartell's property is located southwest of St. John's Church and the sidewalk in question connects into the sidewalk located south of the Church's parking lot. An alley does separate the two properties.

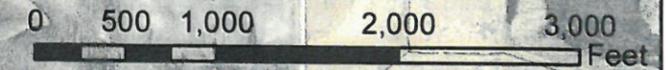
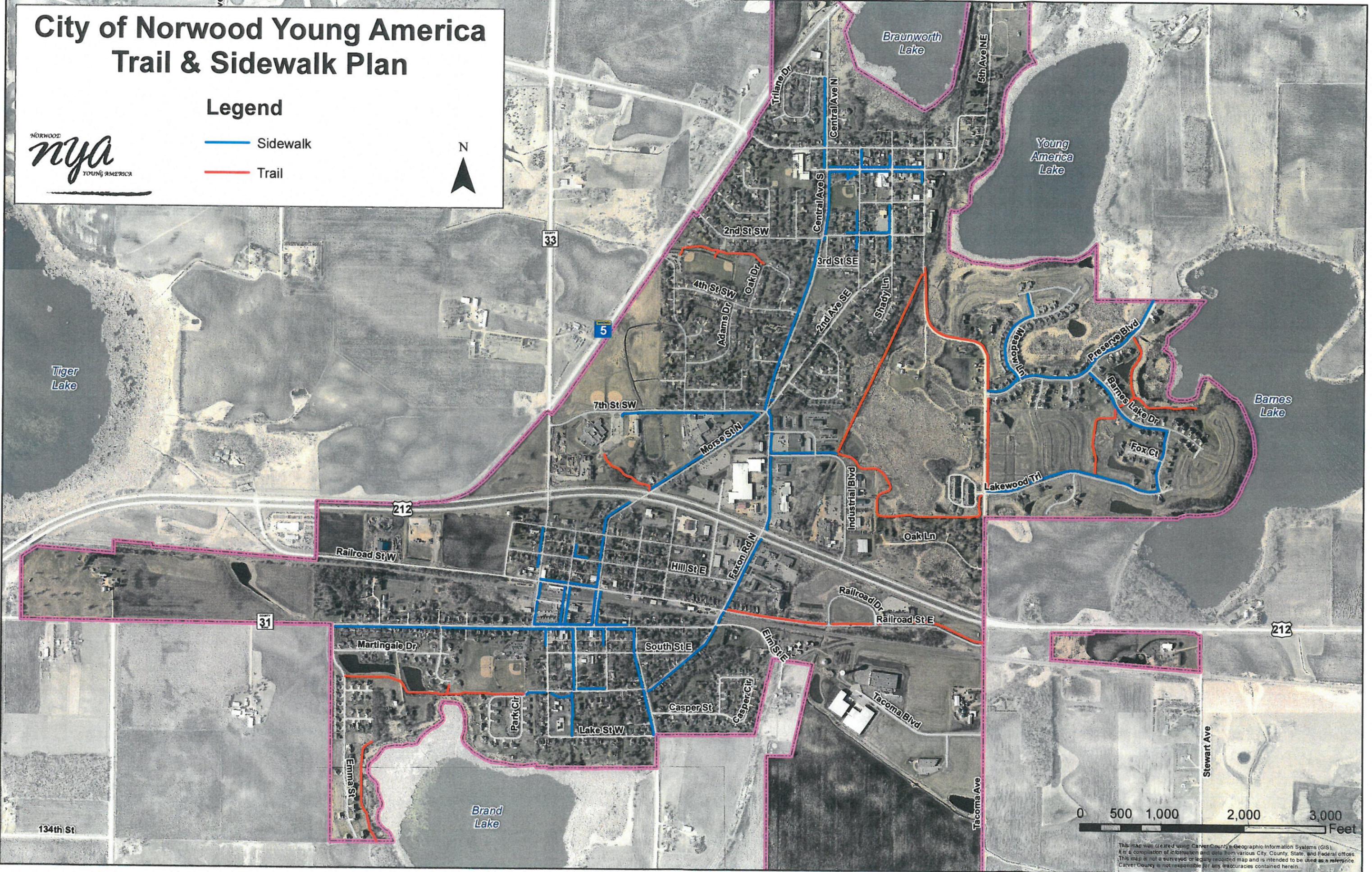
The Commission tabled this item at the September 20th meeting in order to review and the City's Trail and Sidewalk Plan prior to making a decision. Enclosed is a map identifying the City's current trails and sidewalk.

City of Norwood Young America Trail & Sidewalk Plan



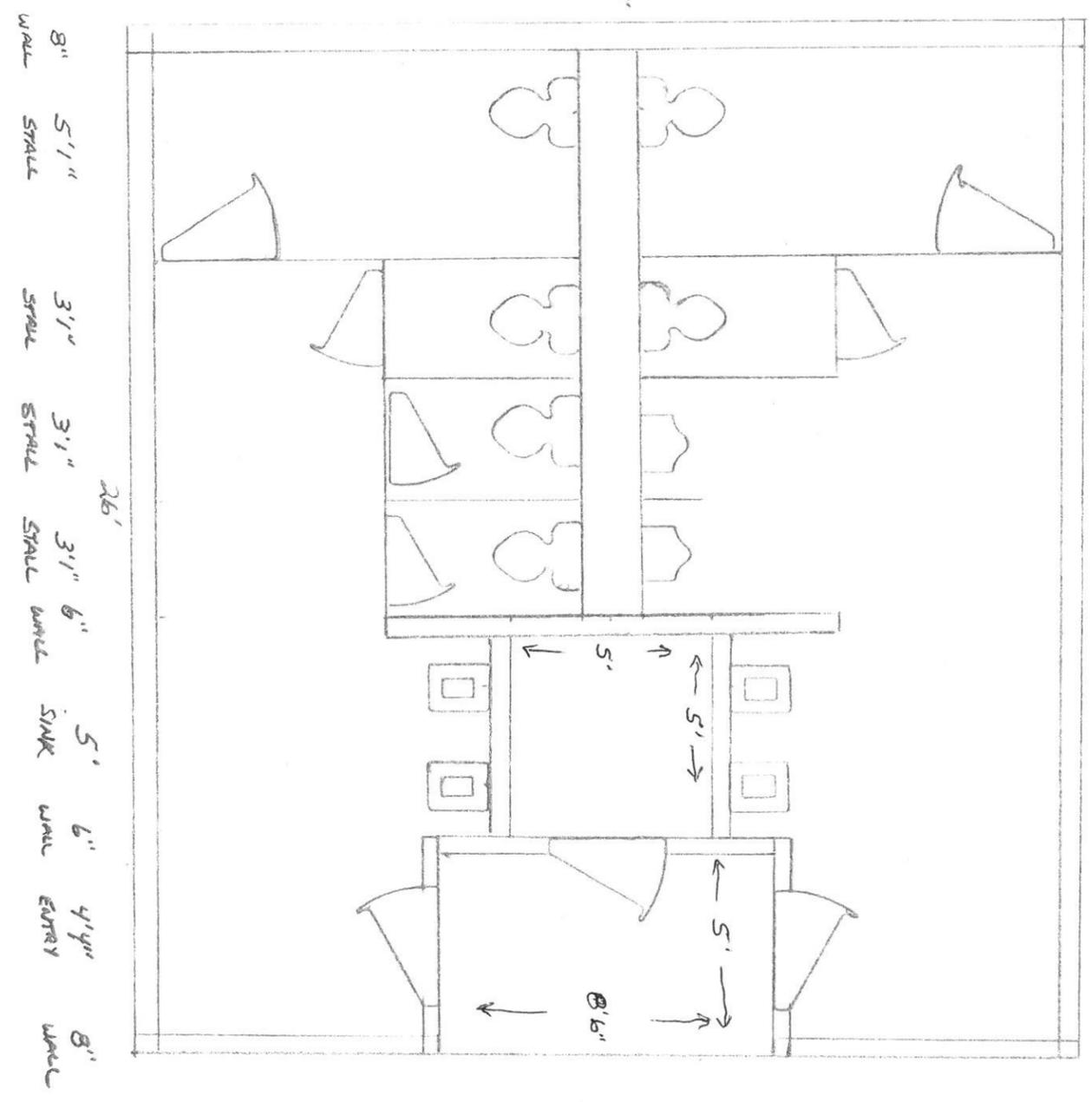
Legend

- Sidewalk
- Trail



This map was created using Carver County's Geographic Information Systems (GIS). It is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally required map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

24'



1/4" PER FT. SCALE