



**Norwood Young America Parks and Recreation Commission
Tuesday, January 19, 2016 at 5:30 p.m.
Oak Grove City Center ~ City Council Chambers, 310 Elm St. W.**

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Oath of Office
4. Appoint Officers – Chairperson, Vice-Chairperson, Secretary
5. Approve Minutes of December 15, 2015 meeting
6. Old Business
 - A. Pavilion and Old Town Buildings Assessment Report – Brian Bergstrom, SEH
 - B. 2016 Goals & Objectives
7. New Business
6. Miscellaneous Updates
7. Commissioner Reports/Updates
8. Adjourn

**Sharilyn
Feltmann**

**Lori
Trocke**

**Jim
Zellmann**

**Julie
Kuenzel,
School
District Rep.**

**Craig Heher
Council
Liaison,
Chairperson**

UPCOMING MEETINGS

- | | |
|---------------------------|---|
| January 25 th | 6:30 p.m. – City Council meeting |
| February 8 th | 6:30 p.m. – City Council meeting |
| February 16 th | 5:30 p.m. – Parks & Recreation Commission meeting |

**NORWOOD YOUNG AMERICA
PARKS & RECREATION COMMISSION
DECEMBER 15, 2015 MINUTES**

Present: Commissioners Dorothy Bohnen, Sharilyn Feltmann, Craig Heher, Council Liaison, Julie Kuenzel, Community Education Rep. and Karen Hallquist, Planning Commission Rep.

Absent: Lori Trocke and Jim Zellmann.

Staff Present: Steve Helget, City Administrator, and Brent Aretz, Public Works Director.

Others Present: Dan Ehrke, Short Elliott Hendrickson, and Terry Zellmann.

1. Call to Order

CH called the meeting to order at 5:30 p.m.

2. Adopt Agenda

Motion – KH/SF, all were in favor to approve the agenda.

3. Approve Minutes of November 17, 2015 Meeting

Motion - DS/JK, all were in favor to approve the November 17, 2015 minutes.

4. Old Business

A. Pavilion and Old Town Buildings Assessment Report

Dan Ehrke, SEH was present to review their assessment of the improvements necessary to the Pavilion and Old Town Buildings. Brian Bergstrom from their Architectural Department was not able to be present but his letter was reviewed. Mr. Ehrke stated the best possible grant funding source for the Pavilion would be the National Registry. The City would have to register the building with the Registry which would take about 4-6 months. Once registered state approval would be required prior to any improvements being made to the building. Mr. Ehrke stated he would be attending a workshop in January to learn more about the program and will attend a future Commission meeting to report on further.

B. 2016 Goals & Objectives

The Commission continued its discussion on establishing goals for 2016. Possible goals include:

Developing a plan for Outlot A, Preserve 3rd Addition – need to determine if Carver County will allow access to the parcel from Tacoma Ave. (County Road 34).

Developing a plan for the Pavilion, Old Town Buildings, & bathrooms at Willkommen Park
Reviewing Parks and overall needs of the Community

Evaluate playground equipment

Investigate repaving Serenity Trail – estimated cost \$20,000 which includes replacing culverts.

Evaluate current walk paths/trails – developing further and maintenance needs.

Upgrading/replacing Hockey Rink warming house, lighting, and rink boards at South Park
Young America Corporation \$5,000 Donation – creating a German statue

Establish long-term plan for recreational facilities and improvements to them

Establish Dog Park – estimated cost is \$20,000-\$25,000

The Commission consented to each member bringing back a list of their goal priorities and to continue its discussion at the January meeting and also consider to adoption at that meeting.

5. New Business – None.

BA stated the Broomball League is scheduled to begin in January.

6. Miscellaneous Updates

7. Commissioner Reports/Updates

CH stated the City Council has adopted its 2016 Budget, awarded refuse hauling licenses to Waste Management and Randy's Environmental, and has approved the 2016 – 2020 Financial Plan. CH also reviewed the swimming pool year-end report and the new rates for 2016. JK explained the planned changes for seasonal passes.

CH recognized Dorothy Bohnen and her recent resignation submittal. The Commission thanked Dorothy for her many years on the Commission and for her dedicated service to the community.

8. Adjournment

Motion –DB/JK, all were in favor to adjourn the meeting at 6:50.

Respectfully submitted,

Steve Helget, City Administrator



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for All of Us®

MEMORANDUM

TO: Steve Helget, City Administrator

FROM: Brian Bergstrom, AIA

DATE: November 16, 2015

RE: American Pavilion and Old Town in the Park Building Assessments
SEH No. P-NORWO 134554 14.00

The intent of this memo is to document the preliminary findings of a site visit to the American Pavilion and Old Town in the Park Buildings located in Norwood Young America. On October 30, 2015 representatives from SEH's architectural and structural engineering departments made a site visit to the above noted buildings with the intent of visually observing the existing conditions of each structure. Prior to the site visit the City of Norwood Young America provided SEH with copies of investigative reports for each building completed by Encompass (reports dated April 23, 2015 and September 8, 2015).

Based on our site visit it is our opinion that the listed observations in the investigative reports prepared by Encompass are valid. Furthermore, we would like to offer the following preliminary list of possible improvements and estimated costs for each building.

American Pavilion Building

A. Roof

1. **Insulation:** Based on the Encompass report and comments from city staff portions of the existing building roof have been retrofitted with spray-foam insulation. We would suggest that any areas that have not been insulated be insulated to provide a constant thermal barrier.
 - *Estimate of Probable Cost: \$15,000 to \$20,000 (assumes 1/3 of roof requires insulation)*
2. **Lack of Venting:** During the site visit it was observed that the attic space at the east end entry area of the building consisted of fiberglass batt insulation directly over the existing wood ceiling deck with no vapor barrier or attic ventilation. It was also observed that several of the wood roof structural member showed signs of possible exposure to moisture. It is recommended that the insulation be removed and a vapor barrier be installed along with proper means of attic ventilation at the eave and ridge line as required under current MN building code.
 - *Estimate of Probable Cost: \$7,000 to \$10,000*
3. **No structure under eaves:** During the site visit it was noted that the existing roof overhang is supported by decorative wood framing that appears to be nailed to the face of the exterior wall and not tied into the roof framing. We recommend having this support system reviewed and a structural analysis completed to ensure the overhangs are properly supported.
 - *Estimate of Probable Cost: \$15,000 to \$20,000*

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196
SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

4. Pronounced sag at previous splice area (assumed existing hip rafter): Based on comments in the Encompass report and the visual observation of the existing roof framing it is believed that the sag in the existing roof is caused by the overloading of an original hip rafter. It is our recommendation that the hip rafter and roof framing associated with the rafter be removed and re-built. This would include the re-shingling of the roof.
 - *Estimate of Probable Cost (Re-Shingle Roof): \$35,000 to \$40,000*
 - *Estimate of Probable Cost (Replace Roof Framing): \$50,000 to \$60,000*
5. Review truss and rafter capacity: A complete structural analysis of the roof framing systems should be completed to verify the existing capacity and lateral stability of the building.
 - *Estimate of Probable Cost: TBD based on findings of structural analysis.*

B. Walls

1. The existing building appears to be out of plumb and leaning to north slightly. In our opinion any possible solution to this would be very costly and intrusive to the buildings appearance. In the Encompass report it is noted that the building is likely done moving and this condition will not worsen. Therefore, it is our recommendation that this issue be monitored moving forward and reviewed further should the condition worsen.
 - *Estimate of Probable Cost: None at this time*

C. Floor

1. Based on our visual observations, comments from city staff and the Encompass report it is believed that the existing floor structure is overloaded. It is our recommendation to have a full structural analysis completed on the floor structure to verify current capacity. One possible solution should the floor structure prove to be overloaded would be to install a helical pile foundation system with additional steel beams supporting existing floor joists. This option would involve removal of portion of the existing wood flooring for foundation installation.
 - *Estimate of Probable Cost: \$80,000 to \$125,000*

Old Town in the Park

A. Site

1. It appears that the site paving to the north of the building has a slight back slope towards the building allowing storm water to run towards the building. It is our recommendation that the site be regraded to provide positive slope away from the structure and the pavement be reinstalled.
 - *Estimate of Probable Cost: \$12,000 to \$15,000*

B. Walls

1. Deteriorated walls: There appears to be significant deterioration of the wood stud framed wall and sheathing along the bottom 2-3 feet. The likely cause of this is the storm water that is able to infiltrate the building. We recommend raising the concrete foundation wall approximately 12" and replacing any damaged wood framing and sheathing.
 - *Estimate of Probable Cost: \$40,000 to \$50,000*
2. Replace windows and detail properly: The exterior windows consist of wood frames with single pane glass or Plexiglas infills. Many of the frames have deteriorated due to water infiltration. It is recommended that the windows be replaced and flashed properly to prevent moisture infiltrations.
 - *Estimate of Probable Cost: \$10,000 to \$15,000*

C. Upper Floor

1. Review floor capacity: A complete structural analysis of the floor framing systems should be completed to verify the existing capacity of the upper level.
 - *Estimate of Probable Cost: TBD based on findings of structural analysis.*

D. Roof

1. Existing wood roof truss framing has spliced bottom chords that appear to be inadequately connected. It is recommended that this condition be reviewed by a structural engineer and proper splice connections provided.
 - *Estimate of Probable Cost: \$2,000 to \$4,000 (for splice repair)*
2. Roof flashing and drainage should be reviewed and new drainage crickets and copings provided. It is also recommended that gutters and downspouts be installed all around the structure.
 - *Estimate of Probable Cost: \$5,000 to \$7,000*

Please note that the recommendations and estimates of probable cost provided in this memo are based on preliminary information gathered during our visual observations of the buildings. Therefore, it is recognized that neither SEH nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding market conditions. Accordingly, SEH cannot and does not warrant or represent that bid prices will not vary from the Owner's budget for the Cost of the Work or from any Estimates of Probable Cost prepared or agreed to by SEH.

bmb

c: Dan Ehrke
Mike Hemstad, PE

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