



more than a place, it's home.

**Norwood Young America Parks and Recreation Commission
Tuesday, May 15, 2018 at 5:30 p.m.
Willkommen Memorial Park 21 Main Street East**

AGENDA

- Sharilyn Feltmann**
Chair
- Karla Hormann**
Vice-chair
- Jim Zellmann**
- Julie Kuenzel,**
School District
Rep.
- JR Hoernemann**
Planning
Comm. Rep.
- Charlie Storms**
City Council
Liaison
1. Call to Order
 2. Adoption of Agenda
 3. Approve Minutes of April 17, 2018 meeting
 4. Old Business
 - A. South Park Hockey Rink Warming House Update
 - B. Serenity Trail Repaving Project update
 - C. City park bathrooms update. Electronic lock bids, install in which parks
 - D. Old town buildings update. Site visit with Commission members.
 5. New Business at Willkommen Park
 - A. Restroom dedication and plaque unveiling
 - B. Pick location for Park bench
 6. Miscellaneous Updates
 - A. West Carver Community Pool repair project
 8. Commissioner Reports/Updates
 9. Adjourn

UPCOMING MEETINGS

May 28th	6:00 p.m. – City Council meeting
June 11th	6:00 p.m. – City Council meeting
June 19th	5:30 p.m. – Parks & Recreation Commission meeting

**NORWOOD YOUNG AMERICA
PARKS & RECREATION COMMISSION
APRIL 17, 2018 MINUTES**

Present: Karla Hormann arrived at 5:42pm, Sharilyn Feltmann, Jim Zellmann, Charlie Storms, JR Hoernemann, and Julie Kuenzel.

Absent: None.

Staff Present: Tony Voigt, Public Services Director and Steve Helget, City Administrator

Others Present: Brandon Stender, Doug Stender and Bruce Maschke.

1. Call to Order

Feltmann called the meeting to order at 5:32 p.m. The Pledge of Allegiance was recited.

2. Adopt Agenda

Motion CS/JZ, all in favor to approve agenda with the changes. Motion carried.

3. Approve Minutes

Motion CS/JR, all in favor to approve minutes from March 20, 2018. Motion carried.

4. Young America Baseball Association, Brandon Stender, Willkommen Memorial Park restroom donation, repair netting on grandstand.

Bruce Maschke, Young America Baseball Association, commented that the baseball team was looking over the ballpark and found the screen in front of grandstand is in tough shape. The association is wondering if the city would replace the screen before someone gets hurt, it is at least 10 years old. Storms asked if they would want to replace it with another metal screen or with mesh. Maschke commented they already have the mesh netting. Hormann asked if the association has a cost of replacement. Maschke stated that the association wanted to have a park clean up on Saturday but with the snow they couldn't get it done; when the cleanup is completed they can make a list of repairs that need to be completed for the commission, if they wanted a list. The Commission would like the association involved in the repairs of the Old Town buildings; the association would like to be involved in that as well. Maschke stated that its time to do some work to the buildings such as getting new lighting and taking down the old Christmas lights and some of the soffit is starting to fall down. Kuenzel asked if the commission can look at the sizing and the possible cost of the netting. Storms asked about going back 10 years and finding records of the netting at that time. Feltmann told the association to get dimensions of the grandstand to the commission as soon as possible. Zellmann said they will have to look at installation since it will be wet for a while and they will probably need the boom truck to install it.

5. Willkommen Memorial Park Old Town Buildings

Storms gave an update on the status of the Old Town buildings for the Young America Baseball Association. Voigt commented on the ideas that were brought forward, such as lifting the building adding another course of block, pouring a new floor and then lower the building down again, this should clean up the mold. Feltmann stated a company had already looked at the building and took pictures to document the damages. Helget said the commission was going to have a local contractor go and review the building to see if they had any ideas to give the city. The commission wanted the baseball association and Stiftungsfest involved in the project. One of the commission's goals this year is to come up with a plan for the building. Hormann said there has been a lot of discussions on the building.

Motion JZ/KH to change the May 15th meeting location to Willkommen Park, all in favor. Motion carried.

6. Willkommen Memorial Park restroom update and plaque dedication ceremony

Voigt gave an update, he has the plaque from Lori Trocke, but it is not hung up yet. He talked about hosting a dedication ceremony, maybe at the May meeting if it is held at the park. Storms suggested postponing the ceremony since the May agenda is pretty full already, he suggested doing the bench and the plaque at the same time on a different night. Kuenzel suggested hosting the plaque ceremony the same night as the Taste of NYA, discussion was held and it was decided to hold the May 15th meeting at the park for the park bench and the plaque. Storms, Helget, Stiftungsfest, & the YA Baseball Association will meet prior to the May 15th Park & Rec meeting to discuss the Old Town and Storms will report the findings to the Park & Rec at the May 15th meeting.

7. City park restroom hours, staff, electronic door locks, etc.

Voigt said he spoke with Carver County Sheriff's office regarding them locking the doors after hours, they had concerns about being able to have an officer in town to make sure the buildings were locked up. Voigt got a quote around

\$2,000.00 to install electronic locks, City of Carver uses electronic locks and they are happy with them. The \$2,000.00 quote would be for each building. Voigt thought to keep the Willkommen Park & Friendship Park restrooms open through the summer. Discussion was held regarding installation, how the locks work, if the \$2,000.00 is a one-time fee or if there would be annual fees, what are the hours of the Sheriff's office in town. Voigt said some towns leave their restrooms open, but then you risk vandalism. Voigt said he can talk to the Sheriff's office again and also check into wireless options for the door locks. Feltmann questioned if we wait to decide on the locks what will we do in the mean time. Storms questioned if there are mini biffs at the park locations. Storms questioned if we have the money in the budget to install locks in the 2 restrooms. Voigt stated Friendship Park restrooms could use some work in the future. Kuenzel stated she would be willing to provide staff for May & June until the bathrooms can get locked up electronically. Motion JK/CS motion for more solid quotes and bring it back to the next meeting, all in favor. Motion carried.

8. Sports Complex Softball Field

Voigt gave an update: the softball association wants to realign the bases, the association received a grant and the work is planned for this spring.

9. Hockey rink warming house update

Not much has changed, the 3 walls are done and floor is built, waiting on wiring. The weather has put them behind a little. Storms questioned what happens if it doesn't get done in time, can we store it somewhere so the floor doesn't get damaged.

10. Serenity Point trail repaving

Voigt said the council did approve OMG to complete the work. OMG is waiting for us to call to let them know the ground is dry enough for them. Helget said the commission wanted to use \$25,000.00 out of their capital fund and the rest of the money to come from the park dedication fund.

11. 2040 Comprehensive plan goals & objectives update

Feltmann reviewed the paperwork and she thinks all of the goals are important but the following stuck out the most Goal 3 is to provide recreational and park facilities, bikeways, sidewalks and walking trails to meet the needs of the community. Goal 1 to protect, conserve, and enhance natural resources and environmentally sensitive areas objective #1. Goal 2 is to recognize local lakes as recreational, environmental, economic and aesthetic assets to the community & goal 3 to work with local and regional partners to conserve, protect and enhance the region's vital natural resource. Feltmann asked for the rest of the committee's input.

12. 2018 West Carver Community Pool policy changes

Changes are italicized in the manual, mostly language corrections. Feltmann stated the commission has to make a motion to approve the changes to the pool manual.

Motion CS/JR, all in favor to approve the 2018 pool policy. Motion carried.

13. Appoint chairperson.

Feltmann asked if anyone thought about filling in, she said if the commission wants her to stay on as chair she will be the chair.

Motion KH/CS, all in favor to appoint Sharilyn as the chairperson. Motion carried.

Motion CS/JZ, all in favor to appoint Karla Hormann as vice-chair. Motion carried.

14. Commissioner Reports

JR stated it was quite exciting at Peace Villa digging everyone out with the snow.

Feltmann stated the city wide garage sales are coming up, May 3-4, and she wants to discuss the flower boxes at Willkommen Park.

15. Adjournment

Motion CS/JR, all in favor to adjourn. Motion carried. Meeting adjourned at 6:37 p.m.

Respectfully submitted,

Alicia Menzel, Administrative Assistant



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: May 15, 2018

RE: Electronic lock timers for restrooms in parks

I have explored options to keep our restrooms in our parks open for longer periods of time. I spoke with Carver County Sheriff's Dept. and they could not guarantee to be in town every night to close and lock our doors within our parks. I looked into staff time, but I felt that would not be cost effective for one employee to come back to work every night during the summer to lock the doors. I also realize just opening the doors during regular business hours is not fair to the residents since there is a lot of use in the parks in the summer time after 3:30 in the afternoon. I have solicited proposals from 2 vendors to get electronic timed locks on the doors of our park restrooms and received quotes as follows. Bradley Security will do an electronic timed lock for both doors on Willkommen Restrooms for \$2775, and Bloomington Security Solutions proposal was up to \$4000 for both doors.

Recommended motion: I propose we hire Bradley Security in the amount of \$2775 to install timed locking doors on our Willkommen Park restrooms.

Bradley Security
8637 IDEAL AVE
GLENCOE, MN 55336
866-927-2353
ap@bradley-security.com
www.bradley-security.com



ESTIMATE

ESTIMATE # 1285
DATE 05/10/2018

ADDRESS
Brent Aretz
City of Norwood Young America
P.O. Box 59
NYA, MN 55368

Please detach top portion and return with your payment.

PROJECT NAME

Park Restrooms

ITEMS/SERVICES	QTY	RATE	AMOUNT
Item Securitron 600 lb. Maglock	2	290.00	580.00
Item Securitron Maglock Mounting Plate	2	125.00	250.00
Item Push to Exit Switch	2	110.00	220.00
Item Securitron 24V Power Supply	1	355.00	355.00
Item 24 Hour Timer Module	2	325.00	650.00
Labor 1 Labor to install auto unlock timer and products to allow door to automatically lock and unlock on a 24 hour schedule	1	720.00	720.00

THANK YOU FOR CHOOSING BRADLEY SECURITY. WE LOOK FORWARD TO WORKING WITH YOU!

TOTAL

\$2,775.00

-PROTECTING THE THINGS THAT MEAN MOST

Accepted By

Accepted Date