



PARKS & RECREATION COMMISSION

AGENDA

Tuesday, June 18th 2019 – 4:45pm

City Council Chambers

MEMBERS: Sharilyn Feltmann – Chair, Karla Horman – Vice Chair, Jim Zellmann, Julie Kuenzel – Community Ed, Charlie Storms – City Council, Bill Grundahl – Planning Commission Representative

CITY STAFF: Tony Voigt – Public Services Director

1. Call to Order
 - A. Pledge of Allegiance
2. Adoption of Agenda
3. Approve Minutes of 5-21-19 meeting
4. Public Comment

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)
5. Old Business
 - A. Pool Update
 - B. Warming House Update
 - C. New Roll-up Doors on concession windows at Friendship Park, and restroom update
 - D. Arbor Day celebration, Prairie Dawn Park, Date? Time?
 - E. Pavillion Doors
6. New Business
 - A. Elm St Public Parking Lot landscape ideas, fence, hedge, etc.
 - B. Sidewalk Connectivity and future planning
7. Miscellaneous Updates
8. Commissioner Report/Updates
9. Adjourn

UPCOMING MEETINGS

June 20 Music in the Park, Legion Park
June 27 Music in the Park, Legion Park
July 12 Music in the Park, Legion Park
July 16 Taste of NYA

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PARKS & RECREATION COMMISSION

AGENDA

Tuesday, May 21st – 4:45pm

City Council Chambers

MEMBERS present: Sharilyn Feltmann – Chair, Karla Horman – Vice Chair, Jim Zellmann, Charlie Storms – City Council, Bill Grundahl – Planning Commission Representative

CITY STAFF: Tony Voigt – Public Services Director

Others present: Donovan Schuette City of Hutchinson Forrester

1. Call to Order SF 4:46
 - A. Pledge of Allegiance
2. Adoption of Agenda CS/KH 5-0
3. Approve Minutes of 4-16-19 meeting KH/CS 5-0
 - A. Bill Grundahl presented himself as the new Planning Commission Liaison to the Parks Commission
4. Public Comment

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)
5. Old Business
 - A. Pool Update; TV gave an update the pool should be able to open on time. He stated the coping is done and looks good on the big pool, the kiddie pool plaster, tile and coping turned out great, the plaster patches in the big pool look like patches. TV also stated staff is continuing to repair the seasonal damage including a broken line in the deck area, 2 pumps that failed, and also some boiler repair. TV stated the pool is scheduled to Open June 8th and it should be ready at that point.
 - B. Warming House Update: Tv updated the commission on the progress and that he spoke with Pat at Central High School Ag Dept. Pat stated they are working on it in class now and anticipate getting it completed before the end of the school year.
 - C. Pavillion Floor has been leveled and reinforced; TV said the floor project turned out great. TV wanted to thank Charlie Storms for all his hard work and his donated time on the project. TV also wanted to thank Dewey Hormann on helping with the project as well. CS informed the commission about the use of 20 jacks, 2 beams and 3 days of work went into the project. TV and CS also agreed there will need to be a follow up before Stiftungsfest and this needs to be an annual maintenance task moving forward every spring. SF asked if we will be painting the Pavillion this year and asked if we can keep the color on file.
 - D. Arbor Day celebration, Prairie Dawn Park, Date??
 - i. Meet Donovan Schuette, City Forrester from City of Hutchinson: Schuette answered many questions and informed the commission regarding city forestry. He spoke about planting different varieties of trees in the parks and boulevards, spoke about the addition of a gravel bed nursery for growing trees, presented a list of trees he would recommend planting in the city, and other city forestry question. The commission asked for TV to stay in contact with Schuette about the trees and bring pictures and more planting info back to the next meeting. The commission decided we will still be planting trees at Prairie Dawn Park this year just

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unsure what time or date. KH asked if we can look into a gravel bed nursery and pursue more planting in the future. The commission also spoke about planting more trees in the boulevards and TV said he would look into budgeting and helping put together a plan.

6. New Business

- A. New Roll-up Doors on concession windows at Friendship Park: TV presented the information from Door Power. CS/KH motioned to approve moving forward with the project as long as the doors are ordered in brown to coordinate with the trim. Motion passed 5-0
- B. Friendship Park Bathroom Upgrades: TV asked the commission if they had any further upgrade thoughts on the bathroom upgrade this year. TV stated he will look into replacing doors with electronic locks and door trim, replace soffit and fascia, replace skirt boards, look into replacing the shingles, and keep all the trim brown. CS asked if we can look into fiberglass doors.
- C. Pavillion door replacement: TV stated he will speak with CS and discuss the door reinforcement structures and look into door designs to get replacements ordered. TV asked the commission to look into door styles and come back with ideas at the next meeting.

7. Miscellaneous Updates: JZ stated the Legion Park sign could use paint and there is a broken step on the bleachers on the 3rd base line of the sports complex. KH asked if the handicap stickers are up at Willkommen ballfield and look into cleaning the bleachers.

8. Commissioner Report/Updates: BG stated they finished cleaning up the site of The Church in the Maples. HE stated they are looking to create a memorial existing of the bell which was scribed with James Slocum 1881 who was a founding member of the church. BG stated they are looking to create the memorial somewhere on the existing site if possible. SF talked about the joint meeting coming up on June 12th and asked if other members will be attending. CS, KH, JZ, BG, TV said they all will likely attend.

9. Adjourn: CS/JZ 5:53

UPCOMING MEETINGS

May 22 Safety Committee Meeting 2:00pm

May 28 Work session, EDA, City Council 6:30pm

June 1 Spring Clean-up Day 7:00 to Noon

June 10 Personnel Committee 5:30pm, City Council 6:30pm

June 12 Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce Board – 6:00pm



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Pool Update

The pool successfully opened on June 8th. We are still battling some algae growth left over from the winter into spring cleaning but are combatting it with chlorine and manual scrubbing. We needed to replace the main recirculation pump and the chlorine booster pump this year. The project is complete and the pool is looking good minus the algae growth which we hope will be gone in a few weeks or so. We are fully staffed with lifeguards for this year. Swim lessons start this week and we hope to have a great year.

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TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Warming House Update

As the 2019 school year has come to a close I noticed the warming house is not complete. The exterior looks completed, the interior needs some finishing and the final wiring needs to take place. I contacted Pat with the school and have not received a call back yet. I will hopefully have an update by meeting time.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: New Roll-up Doors on concession windows at Friendship Park, and restroom update

The roll-up doors for the Friendship bathrooms are ordered. We were able to order them in Brown to coordinate with the doors and the trim. Door Power anticipates about 2-3 weeks before they will have them ready to install.

I have created some specs for the building and will be preparing a scope of work. The work will include new doors with electric locks, windows, new maintenance free trim, and soffit and fascia. I hope to have bids back and the work completed before Stiftungsfest.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Arbor Day Celebration Planting

I am still working with Donovan to complete a tree list for the planting. I am looking to purchase 15-20 trees and would anticipate spending around \$1500-\$2000 on trees to be planted. I would like to line up a time that works for everyone towards the end of the month. Please check your calendar to see what can work. I would like to hold it in the morning during the week of June 24-28 if that can work.

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TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Pavillion Doors

I have measured up the doors and will be talking with the lumber yard to get some styles of doors and the costs involved. I will also review previous ideas on how to stabilize the door frames. I plan to have some examples and some brochures we can look into for door designs at the meeting. If you have ideas or examples please bring them to the meeting as well.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Elm St Public Parking Lot landscape ideas

It was identified in the Downtown Redevelopment Plan the parking lot landscape should be addressed. The intention is to define the street frontage and the pedestrian walkway. The idea is to install vertical landscaping in the form of a hedge or installing permanent structures in the form of a fence. I have included a street view if you could take a look and bring ideas to the meeting of what we would like to see in this area. If we wish to remove a parking stall or 2 we could expand the area or utilize what space we have. The current location of the bench poses some challenge with getting a fence installed. We could relocate the bench or come up with other ideas to fill in the area.

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Google

Image capture: Aug 2014 © 2019 Google

Wood Young America, Minnesota



Street View - Aug 2014





TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: June 18th, 2019

RE: Sidewalk connectivity and future planning

It was identified in the Downtown Redevelopment Plan the sidewalks and trails connectivity should be researched. I have included a map of the current sidewalks and trails within the community. The goal is to link the schools, churches, retail locations and downtown areas with the residential areas of the community. We will be adding trails with the 2020 212 project along the highway. We should look at the map and decide if there are areas we should be focusing on to install new sidewalks or trails. I intend to get an evaluation on the condition of the current sidewalks completed this summer. I have scheduled to meet with a contractor to price out leveling sidewalks to eliminate trip hazards as well.