



PARKS & RECREATION COMMISSION

AGENDA

Tuesday, October 15th 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

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1. Call to Order
 - A. Pledge of Allegiance
 2. Adoption of Agenda
 3. Approve Minutes of 9-17-19 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. Warming House Update
 - B. Friendship Park restroom update
 - C. Pavillion Doors update
 - D. Old Town
 - E. Playground Equipment at Legion Park
 - F. NYA Sports Complex Backstop Proposal
 6. New Business
 - A. 2020 Goals
 7. Miscellaneous Updates
 - A. The lift pump at the Sports Complex Lift Station failed and is getting repaired. We have been controlling the water in the park with a portable pump.
 - B. Crown College has signed an agreement to hold baseball practice on Zellman Field for the fall of 2019. We will negotiate terms if they want to continue to use the facility in 2020.
 8. Commissioner Report/Updates
 9. Adjourn

UPCOMING MEETINGS

October 17, Senior Advisory, 9:00 am
October 25, 14th Annual Harvest Moon Event
October 28, City Council 6:00 pm
November 12, City Council 6:00 pm

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PARKS & RECREATION COMMISSION

minutes

Tuesday, September 17th 2019 – 4:45pm

City Council Chambers

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

CITY STAFF: Tony Voigt – Public Services Director

Others present: Joe Kley and young son, Mitchell Scott, Wade Scott

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1. Call to Order; SF at 4:47
 - A. Pledge of Allegiance
 2. Adoption of Agenda; TV made additions of Pool Budget Review under 6.C. and added a New Flagpole at Friendship Park under 6.D. Motions by JK/CS with the additions passed 5-0
 3. Approve Minutes of 7-16-19 meeting; CS/JZ 5-0
Approve Minutes of 8-20-19 meeting; CS/JK 5-0
 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. Warming House Update; TV gave an update. BG stated he will complete the wiring once the shelter is in its new location on site and ready for the 2019/2020 season.
 - B. Friendship Park restroom update; TV gave an update on the council approved work. TV stated the work should get completed in 2019. BG asked if the new doors will have electronic lock timers on when installed, TV assured him they will.
 - C. Pavillion Doors update; TV stated they are still working on pricing and proposals and should have something soon.
 - D. Old Town; TV stated they increased funds for 2020 in the amount of \$85,000. This was to include the 2020 Willkommen Fence budget of \$60,000 and the carry over from 2019 of \$25,000. TV stated he will work on a plan this winter and hope to have a project ready to go in spring. CS added Shanahan Construction will repair the bad shingles on the Old Town shelter during the Pavillion re-roof to be completed soon.
 - E. Sidewalk connectivity and future planning; TV talked about connecting the sidewalks from Elm St and Railroad St on Reform to the 2020 underpass project. TV stated they will work with the local engineers to budget and include this connectivity. TV stated they will have \$15,000 budgeted in 2020 for sidewalk maintenance. BG recommended replacing pavers with stamped concrete in the future, TV agreed. SF asked if the city could level the current pavers around town, TV said he would look into it. CS added we should look into replacing sidewalks at Willkommen Park when we repair Old Town.
 6. New Business
 - A. Playground Equipment at Legion Park; TV presented cost estimates to repair or replace the playground equipment at Legion Park. The commission agreed to pursue a plan and gain the support of the Legion. TV asked who would be able to attend a Legion Meeting to ask for assistance, CS and JZ offered they would go with to support the project. TV

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said he will look into the meeting time of the legion and ask to be put on their agenda. JZ shared a company in Delano, MN could be an alternative to get pricing from for a replacement.

- B. NYA Sports Complex Backstop Proposal: Joe Kley from the Central Softball Boosters was present to share with the Commission the projects they are working on at the sports complex. They are looking to install new backstops, batting cages, bull pens, and ag lime storage areas. CS and JZ questioned the height of the new backstop and if it will be wind load rated. CS asked about them installing artificial turf and how they propose protecting it from snowmobiles. They would look into fences or other means to keep them off. CS asked for them to wait until Council Meeting to begin work
- C. Preliminary budget set, and 2019 Pool Budget Review; TV discussed the budget has been set and the changes they made in the Capital Plan for 2020. TV also shared with the commission the 2019 pool budget report prepared by City Clerk/ Treasurer Kelly Hayes. CS questioned the staffing for the pool in 2019 and the cancellation of the early swim lessons. CS asked if we should explore ways to increase the early applications for the upcoming season and securing swim lessons by possibly offering a sign on bonus, TV said he would look into the possibility.
- D. Flagpole at Friendship Park; Mitchell Scott came on behalf of the Boy Scouts Troop 361 to propose an Eagle Scout Project of installing a flagpole at Friendship Park. He was looking for a recommendation from the commission to pursue allocating funding and means to complete the project. Mitchell's father stated they are proposing a flagpole like the one at Central High School which has some hardscapes surrounding it. Their proposed location was between the north ballfield and the bridge just east of the concession stand. The commission agreed this would be a great project to pursue and complete for the park. The recommended Mitchell continue collecting funding and pricing for the project and bring it back to a meeting when they are ready.

7. Miscellaneous Updates

- A. SF asked if the garage by Willkommen Park was painted by the YA Cardinals before Stiftungsfest. The commission confirmed it was painted in time.

8. Commissioner Report/Updates

9. Adjourn; CS/JZ 4-0

UPCOMING MEETINGS

September 19, Senior Advisory, 9:00 am
September 23, City Council 6:00 pm
October 4, Planning Commission, 6:00 pm
October 9, EDC meeting, 6:30 pm
October 14, City Council, 6:00 pm



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: October 15th, 2019

RE: Warming House Update

I have been in contact with Pat Pherson with Central Schools about the warming house project. Pat informed me it will be completed October 11th. The Public Services department will keep in close contact with Pat upon the completion and get the new warming house moved into its new location. We will dispose of the old one. I also will keep in contact with Norwood Electric to get the electric completed in the new warming house in its new location.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: October 15th, 2019

RE: Playground Equipment at Legion Park

Council Member Storms and myself attended a Legion meeting on October 8th. We presented our concerns about the condition of the playground equipment at Legion Park. We asked them if they would have interest in repairing or replacing the current equipment at the park. I gave them the information received from Dan Lanes with Minnesota/Wisconsin Playgrounds. The Legion stated they would look at the information and let us know there position on this project.

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TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: October 15th, 2019

RE: NYA Sports Complex Backstop Proposal

We spoke with a member of the NYA Softball Boosters at last meeting about replacing the backstop at the Sports Complex softball fields. They shared with us the proposed design and the contractors they were looking to hire. The information was brought to the city council and approved contingent upon a signed agreement and insurance certificates from both contractors. We were able to get a signed agreement and collected insurance information from the hired contractors. They have started the project and have removed the old backstop in preparation for the replacement. I will stay in contact with the contractors to see the project get completed. The poles for the new backstop are fairly close to existing tile system in the park. We included in the agreement they are responsible to repair the tile if it gets damaged from the install.

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Parks & Recreation Commission

2019 Goals & Objectives

<u>Goals</u>	<u>Action</u>	<u>Estimated Cost</u>
Willkommen Memorial Park Pavillion Improvements	<ul style="list-style-type: none"> -Replace Doors and reinforce door openings -Re-roof the rest of the building that was not completed in 2018 -Stabilize floors -Refinish Floors 	<ul style="list-style-type: none"> \$20,000 \$18,000 \$2,000 \$8,000
Update Trails & Sidewalks plan	<ul style="list-style-type: none"> Rate condition of existing sidewalks and trails Evaluate trail and sidewalk system Update maps Complete in 2019 	<ul style="list-style-type: none"> \$1,000
Willkommen Memorial Park Old Town Buildings	<ul style="list-style-type: none"> Establish a plan for repair or replacement and include cost to budget in 2020 	<ul style="list-style-type: none"> \$1,500
South Park Hockey Rink	<ul style="list-style-type: none"> Establish a plan for replacing the rink boards and lighting for 2020 replacement 	<ul style="list-style-type: none"> \$15,000
Willkommen Park Baseball Field fence replacement	<ul style="list-style-type: none"> Establish a plan for replacement of the fencing in 2020 	<ul style="list-style-type: none"> \$60,000