



## PARKS & RECREATION COMMISSION

### AGENDA

Tuesday, December 17 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 11-19-19 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. 2020 Goals
6. New Business
7. Miscellaneous Updates
8. Commissioner Report/Updates
9. Adjourn

#### UPCOMING MEETINGS

December 18, Senior Center 10:00 am -2:00 pm, Lions Shelter

December 23, Work session, EDA, City Council – 6:00 pm

December 24-25, Christmas holiday, City Office Closed

January 1, New Years Day holiday, City Office Closed

January 1, Senior Center 10:00 am -2:00 pm, Lions Shelter

January 7 Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, Chamber of Commerce – 6:30 pm

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## PARKS & RECREATION COMMISSION

minutes

Tuesday, November 19<sup>th</sup> 2019 – 4:45pm

City Council Chambers

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

CITY STAFF present: Tony Voigt – Public Services Director

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1. Call to Order; SF at 4:45
    - A. Pledge of Allegiance
  2. Adoption of Agenda; CS/JZ
  3. Approve Minutes of 9-17-19 meeting; JK/CS 6-0
  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 on the progress of project. TV and BG talked about moving the electrical pole in spring and change the lighting of the open rink. TV also shared Jay Sudheimer will be offering his time and resources to install flooring. TV also stated we will be reaching out to WM Mueller & Sons to acquire some belting for the walkways. KH asked about the build quality of the warming house. BG commented on the poor build quality, waste of materials, and obviously improperly built.
    - B. Friendship Park restroom update; TV gave an update on the restroom project. TV stated the roof was completed. TV is continuing to stay in contact with Shanahan construction to get the doors and windows completed.
    - C. Pavillion Doors update; TV did not have any new updates on the doors for the Pavilion. TV commented we are still planning on getting the doors replaced, floors refinshed, and get the outside painted in spring.
    - D. Old Town; TV had no new updates. Commission agreed we need to form a plan this winter and execute said plan in spring. The commission discussed past water problems and will bring more info back to next meeting.
    - E. Playground Equipment at Legion Park; TV stated himself and CS attended a Legion meeting looking for assistance on replacing the equipment at Legion Park. The Legion said they would look at the information and get back to us. CS commented the VFW would like to see Norwood Young America have the most beautiful parks around. KH requested we inspect Willkommen Park and the condition of the equipment there as well. CS requested TV contact multiple playground suppliers and possibly invite them to a meeting to discuss options and playground systems.
    - F. NYA Sports Complex Backstop Proposal; TV stated the boosters hired Steinhagen Enterprises to remove the backstops and Century Fence to install the backstops at the Sports Complex. TV stated the project turned out great and appreciated all the work they have put into the park. Tv also stated Century Fence had damaged one of the backstops and will get it repaired before the end of the year.
  6. New Business
    - A. 2020 Goals; The commission discussed what will be the goals for 2020.
      - i. Old Town was the top of the list
      - ii. fixing the gazebo walls and finishing the work on the Pavilion and painting at Willkommen Park was agreed upon
      - iii. continue trail maintenance

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- iv. Look at the playground mulch at Willkommen Park and decide if there is a better alternative that does not plug up the drain by the playground
- v. work on replacing the South Park Hockey Rink boards.

7. Miscellaneous Updates

- A. The lift pump at the Sports Complex Lift Station was repaired.
- 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.
- C. CS asked if city staff could broom off the trails at the end of the winter season to remove all debris from the trails. TV said he will put it on the to do list in spring.

8. Commissioner Report/Updates

- A. SF commented how nice Willkommen Park looked with the Christmas décor
- B. CS commented on the Christmas decorations at the Vets Park, the community entrance signs and the garland on Central Ave.
- C. SF added the Christmas tree lighting at the 5-way stop will commence on November 30 with a celebration to follow at Willkommen Park and the Pavillion. The Heritage Center will also be open for the event.

9. Adjourn; CS/JK 6:32 6-0

**UPCOMING MEETINGS**

November 20, NYA Senior Center @ Lions Shelter, 10am-2pm

November 21, Senior Advisory, 9:00 am

November 21, Lunch and Learn @ Peace Villa, 11am-1pm, hosted by Smartlink

November 23, Central Craft Sale, 8am-5pm, 9am-3pm correction by JK

November 25, City Council 6:00 pm



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: December 17th, 2019

RE: Warming House Update

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We have been continuing the work on the Warming House. Staff has completed all repairs and was able to get the interior of the building painted. All the electrical work has been completed. I will stay in contact with Jay Sudheimer working towards getting a floor put in the building. Staff started flooding the rink on December 11<sup>th</sup>. I will keep the commission updated on the condition of the ice and the use of the new building as the skating season progresses.

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# Parks & Recreation Commission

## 2020 Goals & Objectives

<u>Goals</u>	<u>Action</u>	<u>Estimated Cost</u>
Willkommen Memorial Park Pavillion Improvements	<ul style="list-style-type: none"> <li>-Continue work from 2019</li> <li>-Replace Doors and reinforce door openings</li> <li>-Refinish Floors</li> <li>-Fix walls on Gazebo</li> <li>-Paint exterior of Pavilion and Gazebo</li> </ul>	<p>\$20,000</p> <p>\$8,000</p>
Trail and Sidewalk Maintenance	<ul style="list-style-type: none"> <li>-Asses condition of trails and repair, sealcoat and crack seal as necessary.</li> <li>-Identify trip hazards and settled sidewalks and repair as necessary</li> <li>-Work on completing the connection from the south side of town to the 2020 underpass project</li> </ul>	???
Willkommen Memorial Park Old Town Buildings	<ul style="list-style-type: none"> <li>-Work on mold mitigation</li> <li>-Install roll-up concession windows</li> <li>-Install new Doors</li> <li>-Install block around bottom of walls and remove stucco to create a barrier from ground moisture</li> </ul>	\$85,000
South Park Hockey Rink	Repair boards and update lighting	\$15,000