



NORWOOD YOUNG AMERICA PARKS AND RECREATION COMMISSION

Tuesday July 20, 2021

Meeting at 4:45pm in Council Chambers

AGENDA

Members; Parks-Chair Charlie Storms—Council Member, Vice-Chair Sharilyn Feltmann, Secretary Karla Hormann, Jim Zellmann, Dan Stender, *Bryan Rehne*
Planning Commission Representative; Bill Grundahl
School Representative;
Staff; Tony Voigt—Public Service Director

1. Call to Order

1.1. Pledge of Allegiance

2. Adoption of Agenda

3. Approve Minutes Of 6-15-2021 meeting

4. Introductions, Presentations, and Public Comment

(Individuals may address the Parks Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Parks Commission 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/Goals (Updates)

Willkommen Memorial Park, Old Town Buildings

I am working with Rice Companies and Vos Construction for assistance. I will offer any updates I have at meeting time.

Exterior Lighting at Hwy 212 Trail, Kehrer Park, and the underpass

Xtreme Electric has started installing the foundations and the conduit. We are on track to get the project complete.

West Carver Community Pool, resurface plaster in lap pool

I am working on RFQ's for the solicitation of quotes. I will update the commission as we proceed on the project.

South Park Hockey Rink, repair boards, add LED lighting

No Update

Norwood Young America

Trail and Sidewalk Maintenance
No Update

Paint the Pavilion Exterior

5.1 Pavillion Exterior Painting Project

Replace Playground Equipment at Legion Park

5.2 Review Flagship Recreation Proposals

Bailey is not available that evening as she was already scheduled to be in another community for a Parks Meeting that night. I will plan on bringing updated information to the meeting for review. She is available to come to the August meeting.

Bench Locations

5.3 Bench location approvals

5.4 Allowing dogs on City Owned Athletic Fields

5.5 2022 Budget Review

6. New Business

6.1. Little Library installation on City Property

7. Miscellaneous Updates

8. Commissioner Report/Updates

9. Adjourn

Upcoming meetings

| | |
|-------------------|-----------------------------------|
| <i>July 26,</i> | <i>City Council—6:00pm</i> |
| <i>August 6,</i> | <i>Planning Commission—6:00pm</i> |
| <i>August 12,</i> | <i>City Council—6:00pm</i> |
| <i>August 14,</i> | <i>EDC Meeting—6:00pm</i> |

Norwood Young America



NORWOOD YOUNG AMERICA PARKS AND RECREATION COMMISSION

Tuesday June 15, 2021

Meeting at 4:45pm in Council Chambers

Meeting ID is 883 9075 5961 and link below for online viewing.

<https://us02web.zoom.us/j/88390755961?pwd=S2VRRDQzY2lyNEFgMDY2eDd2VFdidz09>

minutes

Members present; Parks-Chair Charlie Storms—Council Member, Vice-Chair Sharilyn Feltmann, Bryan Rehneit Zellmann, Dan Stender

Planning Commission Representative present; Bill Grundahl

School Representative;

Staff present; Tony Voigt—Public Service Director

Others present; Julie Wigfield and Lavonne Kroells on behalf of the NYA Chamber of Commerce

1. Call to Order; CS at 4:55pm

1.1. Pledge of Allegiance

1.2. Oath of Office, Bryan Rehneit read his oath of office at 4:56pm

2. Adoption of Agenda; DS/SF Vote was 6-0 in favor

3. Approve Minutes Of 5-18-2021 meeting; DS/SF Vote was 6-0 in favor

4. Introductions, Presentations, and Public Comment

(Individuals may address the Parks Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Parks Commission 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.)

Julie Wigfield and Lavonne Kroells were present on behalf of the Chamber of Commerce. JW stated they held a raffle at the Artisan Springfest and earmarked their profits of \$755 for a donation to go towards the playground replacement equipment at Legion Park. CS accepted the check.

5. Old Business/Goals (Updates)

Willkommen Memorial Park, Old Town Buildings

I contacted Rice Companies and Vos Construction for assistance. I will offer any updates I have at meeting time.

TV stated he had no updates. TV stated he is working with Vos and Rice Companies about creating a new RFQ for the project. TV stated Vos gave him 3 names to contact and work with.

Exterior Lighting at Hwy 212 Trail, Kehrer Park, and the underpass

Norwood Young America

The MnDOT permit is complete. The surety bond has been delivered. Extreme Electric should be ready to go soon.

TV stated MnDOT approved the permit, and we are ready to go. TV stated we were able to get our project done with poured foundations versus MnDOT requiring pre-cast columns.

West Carver Community Pool, resurface plaster in lap pool.

I am working on RFQ's for the solicitation of quotes. This will for sure be a fall into next spring project. I will update the commission as we proceed on the project.

TV no updates.

South Park Hockey Rink, repair boards, add LED lighting.

TV had no updates. CS stated we should get going on this project to get it complete before fall.

Trail and Sidewalk Maintenance

TV stated he worked with Allison to create a bench location map and presented to the commission. CS asked if we could label the benches as we get them installed so 2 people don't [pick the same spot. SF said the map looks good. CS asked if we could look at this on the city website. TV said this will be available on the bench donation program brochure. TV requested the commission to add possible locations in the future if they would like to see benches added to certain locations. CS asked if we could get the new map of the new 212 trail project on our City GIS, TV stated we have not received the CAD files yet. SF asked if the new benches from the previous order are here yet, TV said not yet but should be soon.

Paint the Pavilion Exterior

Living Rock is interested in prepping the building for paint, but not interested in painting the entire building. I will start working on RFQ's to hire a contractor.

TV stated Living Rock is not willing to paint the building but is willing to help prep. TV is looking for a contractor and working on an RFQ to paint the building and said there is monies in the budget. TV stated the project should be started by mid-July and finished in early August. JZ said he had a contractor and would give the info to TV.

Replace Playground Equipment at Legion Park

Dominic sent an updated quote which I included in the packet.

CS asked if everyone understood the information Dominic had sent. CS said we need to have some numbers nailed down before the end of August. CS said we would like to have something similar bid from each vendor. TV stated it is tough to do apples to apples since every vendor has their own equipment that they propose. CS asked about the proposal from the last vendor and what the cost was compared to Midwest Playscape. CS asked if the swings were separate, TV agreed. TV stated all the options were itemized on the bottom of the proposal as options. TV stated the Overdrive structure is very popular. BR said the spin cup is popular, and asked if the large metal slide is staying, TV assured him it is. BR also said the swings are a popular equipment in the park. CS asked if we could meet with another vendor at next meeting, TV stated he will invite Flagship Recreation to the next meeting.

Arbor Day Celebration, Tree City USA

5.1 Arbor Day Celebration June 8

CS stated on June 8th and we had 17 people to help plant 12 trees in 50 min including members of the softball club and family members in memory of Warren Flusemann. CS said it was a great event and

Norwood Young America

sparked a lot of questions about tree planting and if this was an annual event. TV followed up by agreeing and stating we need more advertising in the future.

Bench Locations

No Updates

5.2 Allowing dogs on city owned Athletic Fields

TV stated at the June 14th council meeting he presented the information from the Parks Commission and City Council approved setting a public hearing for July 12th. CS asked if we can fine people for not following the rules or impose a penalty. SF asked what other cities do about this? TV said he does not have information from other cities. BR asked if this is no dogs or just dogs off the leash, TV stated this is no dogs. SF stated we must remember the athletic fields are not dog parks. CS stated if anyone has feedback to offer it to Tony to bring to the Council Meeting. CS stated all would be welcome to the public hearing to show support.

6. New Business

6.1. VFW request to hang a flag in the Pavilion

TV presented the information requesting a flag to be flown at the Pavilion. TV stated they are proposing by the bar area near the restrooms and the hallway. SF was concerned with the flag to low and people touching or disturbing it, and that it may not go with weddings and other events décor. CS stated it will go to council for final approval. CS requested to ask Ron if we can take it down for certain events. SF recommended on the East wall on the top of the hallway. CS said City Attorney may need to explore the options to take down a flag for certain events. CS recommended above the bar area or lower wall. BG asked about a flag outside, TV stated he would prefer not to have one outside considering there is a flag in the park located in centerfield of the ball field and the flag across the street at the Heritage Center. JZ recommended putting above the bar as well. CS stated we will plan to meet at the Pavilion after we finish in the Council Chambers to continue the meeting and the discussion.

6.2. 2022 Budget items

TV went over the list of items brought up in 2021. TV stated Old Town will be a priority for next year and is looking for more direction on items to budget. CS stated a lot of preserve residents are requesting public access to the lakes. SF asked if we have a designated spot, CS stated not yet. BR stated he has witnessed people with kayaks on the lakes. TV stated a lot of items could be included at Outlot A. CS stated we would like to have a non-motorized lake access, BR recommended to rent kayaks. TV stated the Prairie Dawn Master Plan had included a lake access and boat rental. CS recommended hanging on to the packet items for future reference. CS asked how much to put an additional bridge across Friendship Park ditch and requested a price. TV stated he will get an estimated price. DS thought there was a third bridge at on time. TV stated we removed the culvert during the ditch cleaning and does not recommend adding another culvert. CS recommended adding another bridge near the second field backstop near the corner of the ditch. CS asked if TV will include surface improvements for the Skate Park? TV stated the item was there because we discussed it earlier in the year. TV stated we eventually need to connect Emma St Trail to the rest of the trail system. CS said it will be nice to loop the trail to promote more use. DS asked if we need to purchase land to complete, TV assured him we need to secure land or an easement. CS stated we need to have the items budgeted to show the public what we are working on. JZ asked if the originally proposed dog park location was going to be sold, TV stated yes, the city is proposing selling this property. CS stated we can look at a Skate Park to go in at Prairie Dawn Park. BR asked if it is necessary to install a new Skate Park due to lack of use. TV stated he will bring the Capital

Norwood Young America

Plan back to the next meeting. BR asked if the proposed Splash Pad would be a standalone structure, TV stated no this would be an addition to the pool. CS asked to bring the Prairie Dawn Park master plan back to the next meeting. TV stated we could put a dog park at Prairie Dawn or Outlot A.

7. Miscellaneous Updates

DS asked what happened with the sidewalk removal on 1st St, TV had no update. BR stated he was glad to be a new member of the Commission.

8. Commissioner Report/Updates

9. Adjourn; meeting adjourned at 6:07pm SF/JZ, Vote was 6-0 in favor

10. Meeting reopened at the Pavilion to continue the discussion from 6.1 by CS at 6:18pm at the Pavilion.

TV presented his flag placement as given to him by Ron Kroells. CS and Sf both looked at the beams above the hallway as a possibility. SF stated we some wedding parties may not want a flag in pictures. BR recommended a flagpole in the building, SF agreed. CS recommended talking to RK once again about placement. RK brought this item to City Council who referred it to Parks. CS suggested putting it where the existing clock is. BR said the main entrance East hallway is an option. The commission agreed at the end of the meeting to make a recommendation that the flag be hung by a mast holder on the wall or a free standing flagpole on the floor.

11. Adjourn; reopened meeting adjourned at 6:35pm DS/JZ, Vote was 6-0 in favor

Minutes Respectfully Submitted by:

Tony Voigt, Public Service Director

Norwood Young America



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: July 20, 2021

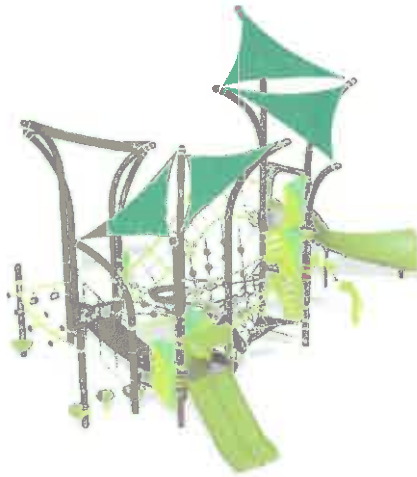
RE: Pavilion Exterior Painting Project

I was approved to hire Peter Flint to paint the Pavilion exterior at the June 28th meeting of the City Council. Peter has started painting the Pavilion and is looking great. Peter is applying a coat of primer on the bare wood spots and applying between 2-5 coats of paint in certain areas to get adequate coverage. He should be done with the yellow by the July 16th and will continue to paint trim the following week. Peter plans to have the project complete by July 23rd.

Staff was able to power wash the exterior to remove dirt and as much of the loose paint as they could in preparation for the project.

Living Rock Church volunteered time on July 10th to help prep the building!. They spent the morning scraping and sanding the Pavilion as needed. They had a handful of members from 7:00- 11:00 that morning. It was a great to see them donate a morning of work to help out with the project.

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Product Line: PlayBooster®
Age: 5-12 Years
Budget: ****\$40,350.(Custom product manufacturing time and pricing varies by project, please consult with LSI)
Area Required: 48x36
Weight: 3,409 lbs.
Fall Height: 96"
Safety Standard(s): ASTM, CPSC
Bury Type: Direct Bury
Post Material: Steel

Components:
• DTR PB Treetop Structure w/Steel

State Contract Price - \$37,929
Freight - \$400
Mobilization - \$500
Installation - \$15,024

Total - \$53,853



THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 3-12 YEARS
UNLESS OTHERWISE NOTED ON PLAN

IT IS THE MANUFACTURERS' OPINION THAT THIS FURY AITA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, ON WEAVING TO ENTIRE USE 2004F.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US PRIOR TO CONSTRUCTION. BECAUSE THESE INFORMATION CHANGED, SOME MATERIALS, INCLUDING SOIL, CONCRETE, AND BRICKS, QUALITIES SHOULD BE CHECKED, EVALUATED & REWORKING OF FINAL DESIGN PLEASE VERIFY ALL DIMENSIONS OF PLANT AREA, SIZE, ORIENTATION, AND POSITIONING OF ALL EXISTING UTILITIES, EQUIPMENT, & SITE SURROUNDINGS PRIOR TO CONSTRUCTING. SITES SHOULD NOT FACT THE NOT ATTENTION SOON.

HOUSE A PROTECTIVE SHIELDING INTERNAL PART WAS A CRITICAL WEAPON WERE TO MEET THE VARIOUS FALL SHORT FOR THE EQUIPMENT AND AERIAL FLIGHT STANDARD CONSUMER SAFETY PERFORMANCE STANDARDS FOR FLIGHTING AND PROTECTION FOR PUBLIC USE, SECTION 6 EXAMINER. THE SUBSTANCE MUST BE WELL KNOWN, IF THE SOL DOES NOT BEHAVE NORMALLY, IT MUST BE ALSO ON RECORD 1/4" TO 1/4" FOR TO A SOUND STATE OF A TIGHTENING.

DESIGNED BY:

COPYRIGHT: 5/15/2020
LANDSCAPE STRUCTURES, INC.
6251 7th STREET SOUTH - P.O. BOX 130
TELHART, ALABAMA 35709
TEL: 1-800-343-3035 FAX: 1-256-877-6161

| Year | Previous Decade | Indicate |
|------|-----------------|----------|
|------|-----------------|----------|



SYSTEM TYPE:
PlayBooster

DRAWING #: 6359

Landscape Structures

DESIGN
#0359

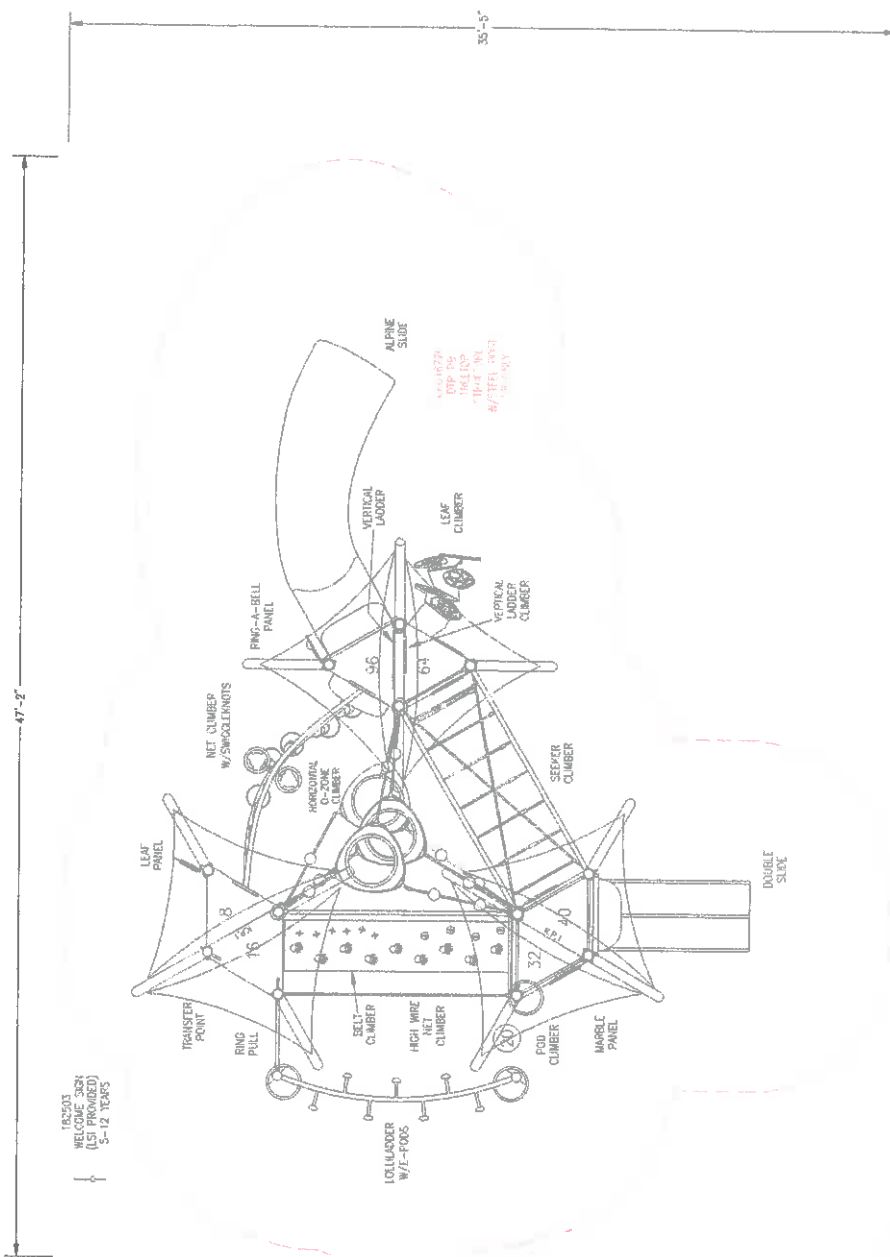
SCALE: IN FEET

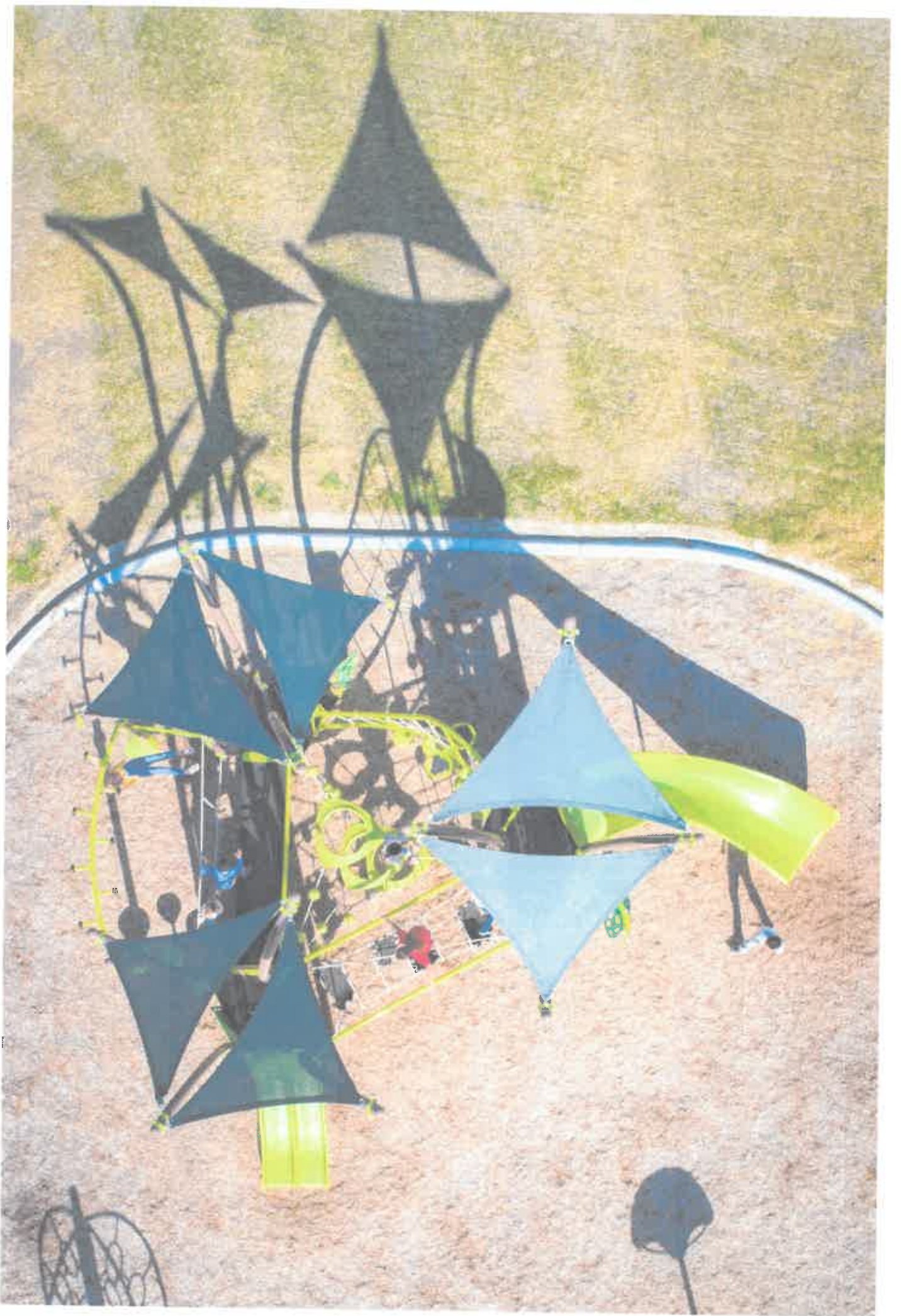


Estimated manufacturing time:
4 weeks from the time of
LSI order acceptance, or receipt of
Skyways release of fabrication
form if applicable.

TOTAL SQUARE FOOTAGE
1,081 SQ. FT.

| | | | | |
|--|----|---|----------|---|
| TOTAL ELEVATED PLAY COMPONENTS | 10 | 0 | REQUIRED | 0 |
| TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP | 5 | 5 | REQUIRED | 5 |
| TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER | 5 | 5 | REQUIRED | 5 |
| TOTAL ELEVATED GROUND LEVEL COMPONENTS SHOWN | 4 | 4 | REQUIRED | 4 |
| TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS | 4 | 4 | REQUIRED | 4 |



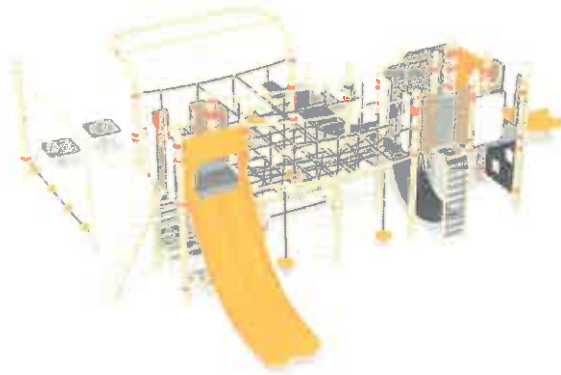












Product Line: Smart Play®
Age: 5-12 Years
Budget: \$38,289
Area Required: 46x40
Weight: 3,794 lbs.
Fall Height: 87"
Safety Standard(s): ASTM, CPSC
Bury Type: Direct Bury
Post Material: Aluminum

Components:
• Venti®

State Contract Price - \$35,992

Freight - \$400

Mobilization - \$500

Installation - \$9,179

Total - \$46,071



1333 M : JIN



Landscape Structures

SYSTEM type:
Smart Play

DRAWING #: 3986



the city community center on Feb. 22. A new 1981-1982 telephone number directory is provided with it. The new grid layout of phone companies added to the requirements of 42 CFR 141.12. The water product collection, with appropriate

THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 5-12 YEARS
UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS' OPINION THAT THE PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE Paved/PAVED SURFACE IS PROVIDED, AS INDICATED, ON WITHIN THE ENTIRE LOT ZONE.

[illegible]

THESE THINGS ARE BEING DONE BY THE "MILITARY" TO "PROTECT" THE "COUNTRY" FROM "TERRORISM" AND "SUBVERSION".

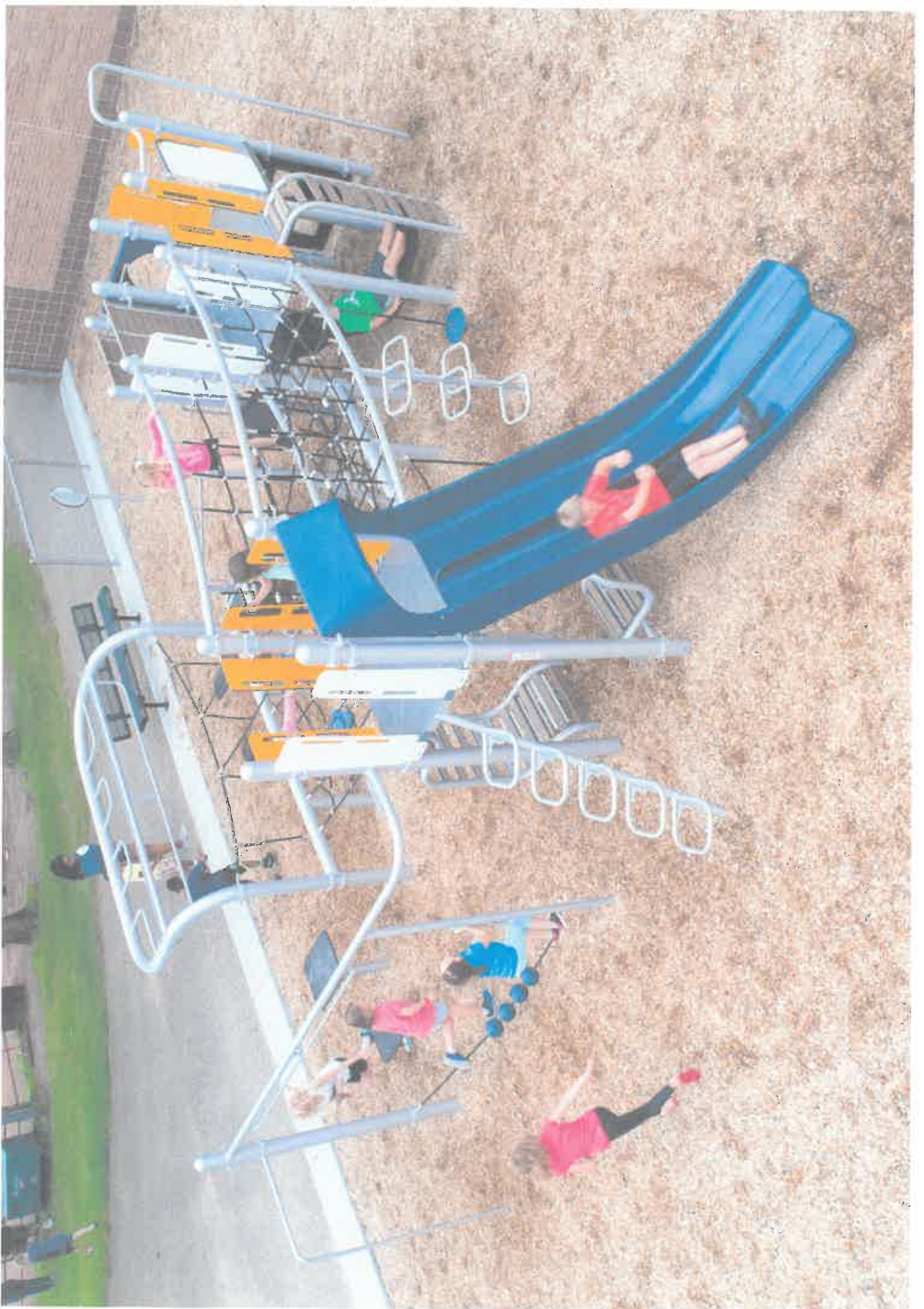
DESIGNED BY:

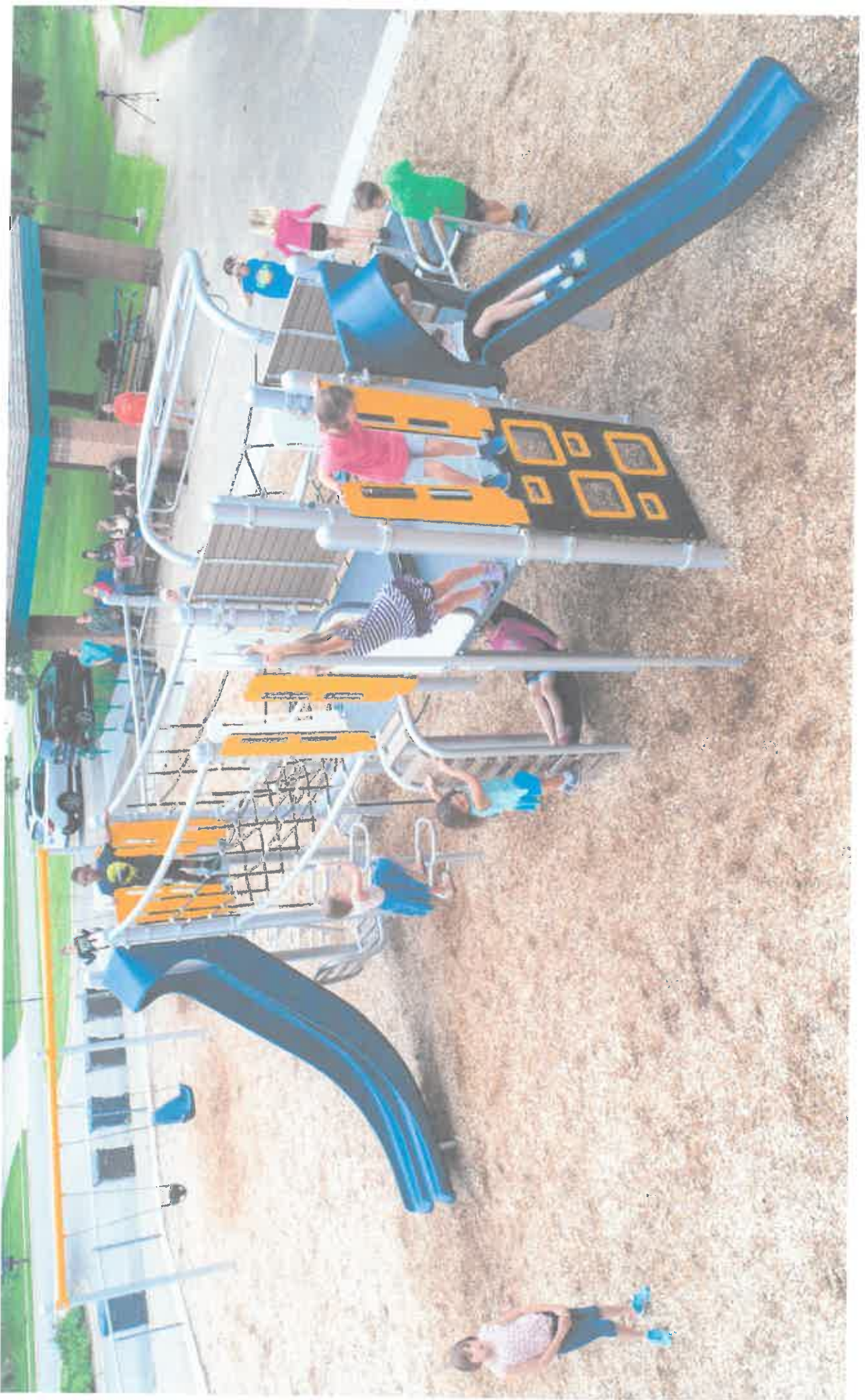
Copyright: 3/15/2020
LAWSCAPE STRUCTURES, INC.
601 TW STREET SOUTH - P.O. BOX 100
DALLAS, TEXAS 75244
Tel: 1-866-353-0075 Fax: 1-782-377-6004

[illegible]













TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: July 20, 2021

RE: Bench Location Approvals

We have received 4 more bench donations. The order was placed, and we should receive them by the end of September. I included a map showing the proposed location as requested by the donators. The Senior Advisory had requested their benches get installed along the Hwy 212 trail.

The bench program currently requests a \$650 donation for each bench. With raw materials rising, the benches increased substantially. We paid \$575 a bench on the first order this year, this last order of benches was \$685.61 per bench. Engraving and shipping did remain the same. I spoke with Mayor Lagergren about the increase, and she recommended keeping the donation at the current \$650 a bench until the end of the year. We will need to review the cost for the program and see if prices for the benches stays at the increase, or if the price does come down. We may need to adjust the price for the donation to increase in the future.

Recommended Motion: Make a motion approving all 4 proposed locations of the bench installations.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: July 20, 2021

RE: Proposed Bench Locations

We have received 4 more bench donations. The order was placed, and we should receive them by the end of September. I included a map showing the proposed location as requested by the donators. The Senior Advisory had requested their benches get installed along the Hwy 212 trail.

The bench program currently requests a \$650 donation for each bench. With raw materials rising, the benches increased substantially. We paid \$575 a bench on the first order this year, this last order of benches was \$685.61 per bench. Engraving and shipping did remain the same. I spoke with Mayor Lagergren about the increase, and she recommended keeping the donation at the current \$650 a bench until the end of the year. We will need to review the cost for the program and see if prices for the benches stays at the increase, or if the price does come down. We may need to adjust the price for the donation to increase in the future.

Recommended Motion: Make a motion approving all 4 proposed locations of the bench installations.

Norwood Young America



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: July 20, 2021

RE: Allowing dogs on city owned Athletic Fields

City Council approved adding language to the current City Code 830.10. The updated language will be part (E) of the current code and is included below.

830.10(E) Dogs and Cats are allowed in the parks of the city, except on ball fields or in the children's playground equipment areas, but only if the dog or cat is properly restrained by leash or cage and the human being in control of the dog or cat complies with the provisions of this article requiring clean up of any feces left by the dog or cat. The leash or cage requirement may also be met by the owner physically holding the dog or cat.

We put signs up at Willkommen Park and I will order more signs to install at the Sports Complex. We can order more signs as requested or needed. We will also place extra dog stations near the ballfields at the parks that do not currently have one.



TO: Parks and Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: July 20, 2021

RE: Install a Little Library on City Property

Karla Hemmann will be present along with her daughter on behalf of Girl Scout Troop 16580. They are asking permission to install a Little Library on city property. They will be present at the meeting to discuss placing a 2'x3' structure on a post to use as a book sharing portal. Their proposal includes setting the post and installing the structure themselves. They would ideally like the structure placed near the 5-way stop but are open to other suggestions. I have included a picture and the original email request for the project.

Recommended Motion: Make a motion proposing the Parks Commission makes a recommendation to City Council to allow Girl Scout Troop 16580 to place a Little Library at

Tony Voigt

From: Karla Hemmann <raidersdirtdiamond@gmail.com>
Sent: Wednesday, July 7, 2021 9:49 AM
To: Tony Voigt
Subject: Little library (Carol Laugregren said to email you)

Hello Tony,

This is the Girl Scouts of Troop 16580- these girls have worked hard and have completed their silver award project and they are seeking a permanent placement for their rather large little library it is 2' X 3' and will be attached to a post. We will take care of the placement of it we have a the people to know how involved with this project alongside of us. We have all the supplies we just need the okay for for the final placement home for their project.

Ideally the girls would like it by the 5 way stop someplace there- but we are open to any suggestions you seem would be a better placement for this.

It will have 3 shelves for books inside it.





CITY OF NORWOOD YOUNG AMERICA

Outlot A boundary map

Map Date: 7/15/2021

