



NORWOOD YOUNG AMERICA PARKS AND RECREATION COMMISSION

Tuesday April 19, 2022

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 Rehnelt
Planning Commission Representative; Bill Grundahl
School Representative; Kelly Vossen
Staff; Tony Voigt—Public Service Director**

1. Call to Order

1.1. *Pledge of Allegiance*

2. Adoption of Agenda

3. Approve Minutes Of 3-15-2021 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/ 2022 Goals (Updates)

5.1 Legion Park Playground Replacement

5.2 Splash Pad

5.3 Arbor Day update

Willkommen Memorial Park, Old Town Buildings

5.4 Old Town Update

Bench Donations

5.5 Alternative Bench Option

West Carver Community Pool, resurface plaster in lap pool

5.6 West Carver Community Pool Plaster Project Update

Trail and Sidewalk Maintenance

5.7 Trail Maintenance Update

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6. New Business

6.1 Outlot A & Barnes Lake Nature Trail Community Survey questions

7. Miscellaneous Updates

8. Commissioner Report/Updates

9. Adjourn

Upcoming meetings and events

April 25,	EDA, City Council, Work Session—6pm
April 29,	Arbor Day Tree Planting Event—10am City Hall, Elm St. Entrance
April 30,	NYA City Wide Cleanup Day—8am-12pm, Central School Parking Lot
May 2,	Planning Commission--6pm
May 6,	NYA Food Distribution—2pm
May 9,	City Council--6pm
May 11,	EDC Meeting--5pm

2022 Goals

- Willkommen Memorial Park Old Town Buildings. \$300,000
Hire a consulting company to create a scope of work. Create a construction plan and complete the project
- Community pool, Replace Plaster. \$71,000
Go Get Fred will complete the Plaster Project
- Trail and Sidewalk Maintenance. \$15,000
Continue to work on trip hazards and trail connectivity plans.
- Replace Playground Equipment at Legion Park \$35,000
Install playground equipment from Flagship Recreation at the park
- Arbor Day Tree Planting \$2,000
Plant more trees in the parks and city boulevards

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NORWOOD YOUNG AMERICA PARKS AND RECREATION COMMISSION
Tuesday March 14, 2022
Meeting at 4:45pm in Council Chambers
minutes

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

Planning Commission Representative present; Bill Grundahl

Staff present; Tony Voigt—Public Service Director, Karen Hallquist—Economic Development Director, Angela Brumbaugh—City Clerk

City Council Present; Carol Lagergren—Mayor

Others present; Tim Mueller, Brett Altergott

1. **Call to Order; CS at 4:46pm**
 - 1.1. *Pledge of Allegiance*
2. **Adoption of Agenda;** KH informed the commission her role will the city will include performing more duties as a Community Development role in the future, especially with the bigger projects. KH presented additions to the agenda which included 6.2 Park Dedication Funds, 5.4 Willkommen Memorial Park, and 5.5 Trail & Sidewalk Maintenance. SF made amotion to approved agenda with additions, DS second, vote passed 5-0.
3. **Approve Minutes Of 3-15-2021 meeting;** BG made a motion to approve the minutes, SF second, vote passed 5-0.
4. **Introductions, Presentations, and Public Comment**

Mayor Lagergren presented information from Paul Hallquist students in his Computer Applications class at Central School. CL stated the students worked on writing letters to the City in regards to the condition of the parks and possible updates and upgrades to each park which included updating the ramps, redoing the concrete, and adding a drinking fountain to the Skate Park, adding a dog park, pool updates and upgrades, Friendship Park projects as well as adding to Prairie Dawn Park. CL also shared the Parks could work with the school to offer volunteers for the Arbor Day tree planting.
5. **Old Business/Goals (Updates)**
 - 5.1 **Legion Park Playground Replacement, Brett Altergott with Flagship Recreation will be present**

Brent Altergott presented information along with color examples. CS asked about the slide discolor or fading? BA said tan and leaf not as susceptible to fade. BA recommended to stay away from yellow and red. BA stated the darker colors are warm but not hot. CS asked about PVC decks resisting cracking in cold weather? BA said it will resist cracking from most elements except vandalism. BA also stated the company is out of Delano, MN and will replace any part that has a defect. BA stated the decks are griptex, they use aluminum posts, netting is steel reinforced and fool proof, all lumber is recycled and maintenance free. BA stated if ordered by April 22, delivery would be in June with a July delivery and they will deliver to site day of installation. TV asked if we can get paint to match to paint

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the existing swing poles, BA stated he could get matching paint. BA presented three color options of AH, AI and AO. BG, DS, SF and JZ all agreed AO was the color option to order.

5.2 Central Softball Fencing Proposal, Darrin Fox

Tim Mueller presented the information in the packet. TM mentioned the ag-lime is washing near the edge of the batting cages, TV said he will look at it. TM asked about the time-line in regards to permanent fencing at the parks? CS asked TM to get estimates back to the city before June to be considered in the 2023 budget.

5.3 Public Water Access on Barnes Lake

KH presented the information in the memo and stated summer of 2022 in the goal to complete the community survey. CS asked about getting the survey out in the newsletter? KH stated yes they could get it out to everyone that way including personally notifying the Meadows resident of the trail and dock impact. KH stated they plan to possibly use survey monkey for research. KH plans to bring back survey questions at the April meeting.

5.4 Splash Pad

TV presented the information in the memo. CS asked for budget numbers and layout, where it fits, and where to place considering the existing pool or a different park. TV stated he will work with a designer and bring back info either at the April or May meeting.

Willkommen Memorial Park, Old Town Buildings

5.5 Old Town Update

KH presented information in the memo. KH stated renovation is not cost effective with issues regarding ADA entrances, upstairs rooms having large enough room occupancy to demand an elevator and fire suppression, and tough to budget what you may find for rot when you tear apart the walls. KH stated the foundation is good. KH talked about adding one ADA door on the east side by the new staircase under the bell tower and crows nest. KS stated they are working with an architect off the original Old Town plans. SF stated she was glad to see something finally happening with it and they are doing a good job. DS asked if the RFQ will be for the architect? KH stated yes, so we know how much plans will be. CS asked for a motion to send out RFQ's. Motion by SF, Second by DS to send out RFQ's, motion passed 5-0.

Bench Donations

I plan to place an order in early April. We have one donation so far for this order. TV had no updates.

West Carver Community Pool, resurface plaster in lap pool

We are on the schedule to have the project demo started mid-April. Go Get Fred has about 1 week of demo and prep work to complete. Plaster will commence after the demo is finished and the weather cooperates. TV stated the work is on track and he plans to stay in contact with Go Get Fred.

Trail and Sidewalk Maintenance

TV stated he had no updates but will be working on concrete leveling and replacement this year.

6. New Business

6.1 Arbor Day Tree Planting

TV presented the information in the memo. CS suggested contacting the school for volunteers on the April 29th planting day. DS stated Friday would be better than Saturday. CS asked that the trees get marked and mapped along Faxon before the April meeting. KH stated Elm St needs trees as well. BG commented on the tree grates pushing up and causing trip hazards. CS stated this is a maintenance item. SF asked that TV picks the right species to plant. KH stated we will work on purposeful planting.

6.2 Park Dedication Funds

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AB stated the city had about \$60,000 in the fund and it is setup up under state statutes. AB stated the money is meant for improvements not maintenance. AB stated different developments have different amounts. CS asked if we could use the money for engineer costs of the new trail off Lakewood Trail? AB thought that may qualify. KH stated this money is totally different then regular budget. AB also stated the capital and general budget are 2 sperate items as well. CS asked that the 2022 Parks Goals be included in the packet each month.

7. Miscellaneous Updates

7.1 I should have copies of the January Joint Commission Meeting available at the meeting

7.2 There is an EDC/Joint Commission Meeting on April 13 at 6pm. All Parks Commission Members are encouraged to attend the meeting. KH stated she plans to attend the next joint meeting and will be available for further questions and discussion at the meeting.

8. Commissioner Report/Updates; CS stated the 2nd Ave Project is approved and will start this spring.

9. Adjourn; JZ made a motion to adjourn, SF second, vote passed 5-0 at 5:56

Minutes respectfully submitted by

Tony Voigt, Public Service Director



TO: Parks and Recreation Commission Members
FROM: Tony Voigt, Public Service Director
DATE: April 19, 2022
RE: Legion Park Playground Replacement

The equipment purchase has been approved and the order was confirmed with Flagship Recreation. Flagship Recreation expects the equipment availability and shipment date will be June 29. Flagship has installation crews available soon after that date. Flagship will not deliver the equipment until they are ready to install.

Public Services staff will coordinate the removal and disposal of the existing equipment and playground bedding in preparation for the installation at the site. When Flagship Recreation is complete with the equipment installation, staff will install new playground bedding and restore any damage to the site. Staff intends to paint the existing swing poles to match the new playground equipment once it is installed.

Suggested Action: This item is for information purposes only



TO: Parks and Recreation Commission Members
FROM: Tony Voigt, Public Service Director
DATE: April 19, 2022
RE: Splash Pad Update

Staff is working with a recreation equipment supplier to explore options and budgeting for a splash pad. The previous memo included some rough budgetary numbers ranging from \$193,000 to well over \$475,000 for splash pad equipment and a recirculation system.

After researching the amount of water a drain away system uses versus a recirculation system, the Public Services Department strongly discourages a drain away system. The amount of water loss to the system can be upwards of 25% of your summer daily average or approximately 120,000-130,000 gallons per day. That would equate to approximately 11,700,000 gallons of water lost in the months of June-August. The City should be concerned and protective of their fresh water since it is their most precious resource.

Staff plans to have more information at the May meeting which will include more detailed costs estimates, probable locations, and possibly a presentation from a recreation equipment supplier.

Suggested Action: This item is for information purposes only



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: April 20, 2022

SUBJECT: Arbor Day Event – Friday, April 29, 2022 @ 10am

Arbor Day will be celebrated on Friday, April 29, 2022, at 10am on Elm Street in front of City Hall. Mayor Lagergren will welcome those in attendance along with declaring an Arbor Day Proclamation and sharing that Norwood Young America is a Tree City USA. There will be one (1) tree planted as there are limited trees available for planting at this time.

The Faxon Road tree planting will need to be a 2023 project as there are not available trees to complete the project at this time. City staff has been invited to Kahnke Bros. in Plato sometime in July to view the available trees for purchasing in 2023. City staff will bring an aerial map with proposed tree locations at the June 2022 meeting for discussion.

The Faxon Road tree planting project can be budgeted for in 2023.

Discussion only.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: April 20, 2022

SUBJECT: Old Town Update

City Administrator Aukrust will be presenting an RFQ (Request for Qualifications) to hire an architect to the City Council at the April 25, 2022, meeting. The RFQ will be open for two weeks. The plan is to have an architect chosen and approved by Council by mid-May. The architect will then be in attendance for the June 21, 2022, Parks & Recreation meeting to begin the design plan.

Discussion only.



TO: Parks and Recreation Commission Members
FROM: Tony Voigt, Public Service Director
DATE: April 19, 2022
RE: Alternative donation bench option

There was discussion at the January Joint Commission meeting in regard to the current Park donation benches. It was identified that the benches are starting to show their age on the ends of the bench which are painted green. The Joint Commission asked if the City would look into other bench options that would be totally maintenance free.

Our current City benches have aluminum side plates. As the aluminum ages, it starts to corrode and release the paint on the sides of the benches. This does not impact the strength or durability of the bench, but leaves it looking not as nice as when the bench was new. The seating boards of the bench consist of a composite wood that is aging very well requiring little to no maintenance. The Public Services Staff intend to continue painting the current benches to keep them looking nice.

The current City donation bench purchased from Tangent Materials recently had some price increases that make this an opportune time to investigate other options. The current 6' Park donation bench costs the City \$885 for the bench, \$45 per line for engraving, and \$150-\$245 for shipping dependent upon how many benches are on the order. The typical order contains 2 lines of engraving bring the grand total for the bench purchase to **\$1125-\$1220** per bench.

Staff researched available options of totally maintenance free benches and included some information in the packet. The proposed option from By The Yard would be \$926.10 for the bench, \$100 for engraving, and \$49 to ship. The By The Yard Horizon bench would cost **\$1075.10** engraved and shipped. The Horizon bench has a large upper board on the back of the bench that can be engraved. This board offers enough space to comfortably fit 2 lines of engraving, which is a majority of what the City receives for engraving requests. By The Yard offers an assortment of color options and will allow the seating boards to be different color then the ends of the seat frames to look similar to the City's current benches.

Suggested Action: This item is for discussion purposes only

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By the Yard
 3283 Bluff Dr
 Jordan, MN, 55352-9375
 Phone: (952) 492-2777
 Web: <https://bytheyard.net/>

Quote

Order No.: QT000692
 Order Date: 4/13/2022
 Delivery Date:
 Expiration Date: 5/13/2022
 Customer ID: 186637
 Currency: USD

BILL TO:
 City of Norwood Young America
 PO Box 59
 NYA MN 55368-0059
 United States of America

SHIP TO:
 City of Norwood Young America
 PO Box 59
 NYA MN 55368-0059
 United States of America

CUSTOMER P.O. NO.		TERMS	CONTACT		
		Due with Order	Kayla Stuart		
FOB POINT		SHIPPING TERMS	SHIP VIA		
		Local Delivery within 100 Miles	Use for Jordan Truck OR Enhanced Del		
QTY.	UOM	ITEM	PRICE	DISC.	EXTENDED PRICE
1.0000	EACH	HZB72 B A: 72" Horizon Bench - Brown - Assembled	1,029.0000	10%	926.10
1.0000	EACH	ENGRAVE: USE THIS FOR ENGRAVING	100.0000	0%	100.00
1.0000	EACH	ASSEMBLED DELIVERY: Customer Choice: Driveway to driveway assembled delivery service. Items will be left in an area close to house or garage & you will be called at the time of delivery. No advanced appointments are made. It's not necessary to be home.	0.0000	0%	0.00

Total Weight (LBS):	0	Sales Total:	1,026.10
Total Volume (CUBEIN):	0	Freight & Misc.:	49.00
		Less Discount:	0.00
		Tax Total:	79.29
		Total (USD):	1,154.39

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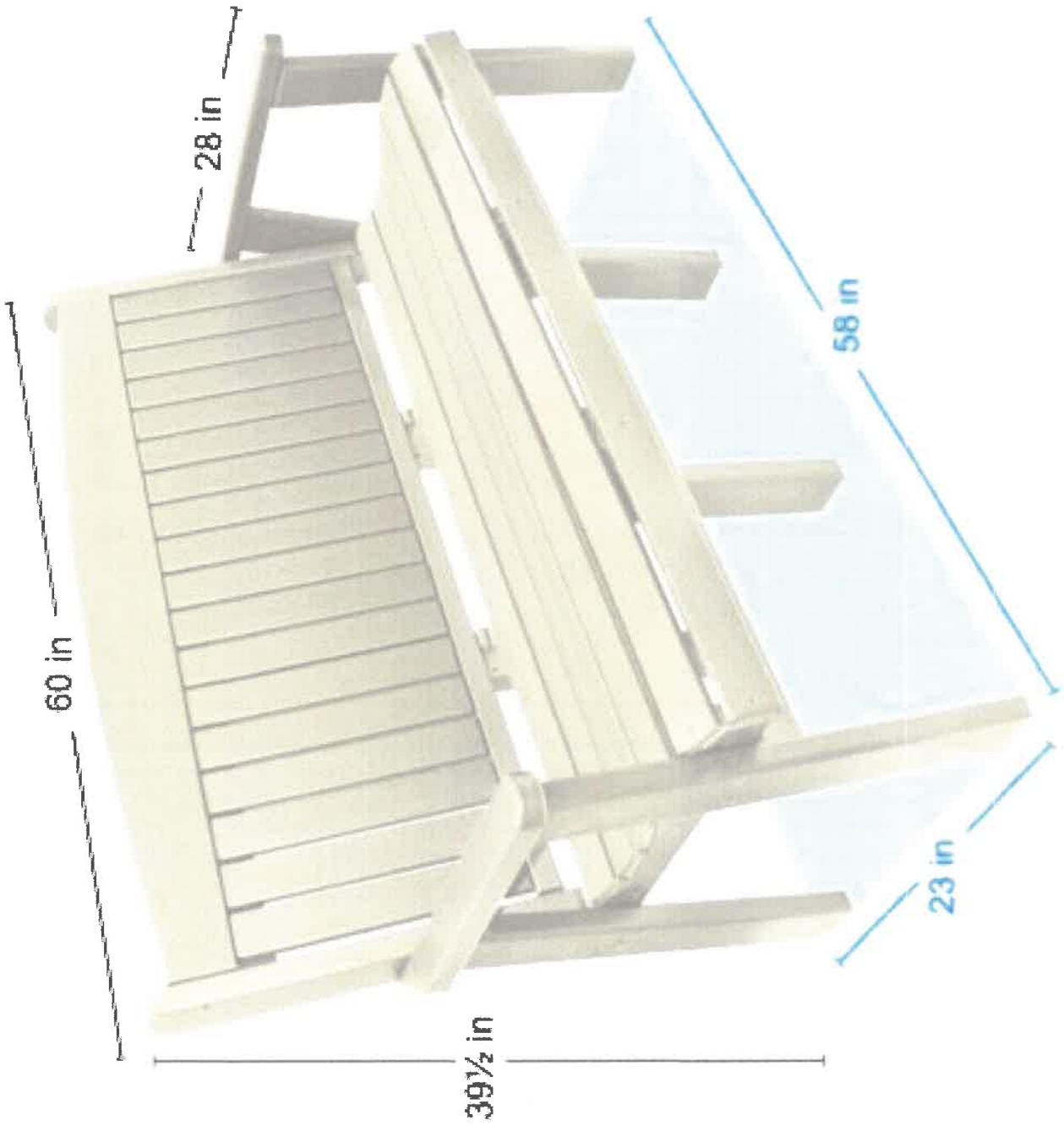
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39 1/2 in

58 in

23 in

Family... we may not have it all together,
but we may not have it all together.



IN LOVING MEMORY OF MOM & DAD





TO: Parks and Recreation Commission Members
FROM: Tony Voigt, Public Service Director
DATE: April 19, 2022
RE: West Carver Community Pool Update

The plaster project for the pool is on the schedule for this year. Staff continues to stay in contact with Go Get Fred to complete the project. Go Get Fred plans to start the project the week of April 18th. They have about a week of demo and prep work to complete. Once that is complete, they will plaster the pool dependent upon the weather. Go Get Fred plans to have the pool ready to fill by the first or second week of May. Staff will then need to fill the pool and maintain water quality for a minimum of 30 days to cure the plaster.

The project should be complete, and the pool should be available to open before the Lifeguard Staff needs the pool for instructional purposes and the official open date of the pool which will be late May or early June.

Suggested Action: This item is for information purposes only



TO: Parks and Recreation Commission Members
FROM: Tony Voigt, Public Service Director
DATE: April 19, 2022
RE: Trail Maintenance Update

The Public Services Staff has prepared RFQ's to complete asphalt trail maintenance for this year. The proposed project is crack filling the newest city trail in Prairie Dawn Park that leads up to Lakewood Ct and the Serenity Pointe Trail between Tacoma Ave and Industrial Boulevard. The project also consists of sealcoating the existing trail through Prairie Dawn Park by the playground equipment. If approved, the projects are slated for completion by the end of August.

Public Services Staff is continuing to identify trip hazards and will propose more slab raising and concrete replacement on the City sidewalks at a later date.

Suggested Action: This item is for information purposes only



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: March 28, 2022

SUBJECT: Outlot A & Barnes Lake Nature Trail Community Survey questions

The NYA Parks & Recreation Commission is to discuss questions to ask community members and groups in the Outlot A and Barnes Lake Nature Trail Community Survey. The objective is to gather public input on preferred park uses. A map of Outlot A and Prairie Dawn Park/proposed Barnes Lake Nature Trail would be included with the survey.

- What sort of amenities would you like to see in Outlot A?
 - Dog park
 - Picnic shelter
 - Playground
 - Swings
 - Benches
 - Public water access (recreational only – canoe, kayak, rowboat, dock fishing, etc.)
 - Trails
 - Grills/picnic tables
 - Horseshoe pit
 - Ice skating rink

- The proposed additions for the Prairie Dawn Park/Barnes Lake Nature Trail include:
 - Public water access (recreational only – canoe, kayak, rowboat, dock fishing, etc.)
 - Picnic shelter
 - Benches
 - Trails
 - Parking lot

Other questions would include:

- Age range of survey taker
- NYA resident or not
- If they live in the following areas:
 - Preserve Townhome Association
 - Lakewood Trail/Court residents

Prior to the May Parks & Recreation Commission meeting, staff will contact Carver County WMO and DNR to determine if the amenities listed in the draft survey are feasible for the location. The goal is to have a draft copy of the survey presented to City Council at their May 23, 2022 meeting.

Discussion only.