



**NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION**  
**Tuesday, May 17, 2022 – 4:45pm**  
**City Hall Council Chambers, 310 Elm Street West**  
**AGENDA**

- 1. Call to Order**
  - A. Pledge of Allegiance
- 2. Adoption of Agenda**
- 3. Approve Minutes**
  - A. April 19, 2022, Parks & Recreation Meeting
- 4. Introductions, Presentations, and Public Comment**

(Citizens may address the Economic Development Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Economic Development Commission will take no 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.)
- 5. Old Business/Updates**
  - A. Legion Park Playground Replacement Update
  - B. Splash Pad Update
  - C. Arbor Day Update & Faxon Road Tree Planting
  - D. Old Town Update
  - E. Bench Program Options
  - F. West Carver Community Pool Plaster Project Update
  - G. Trail Maintenance Update
  - H. Community Survey Question Review for Outlot A & Barnes Lake Nature Trail
- 6. New Business**
  - A. Sidewalk City Code Update
- 7. Commission Updates**
  - A. Planning Commission – Bill Grundahl
  - B. EDC – Karen Hallquist
  - C. Joint Meeting Update & City Council – Charlie Storms
- 8. Upcoming Meeting - Next P&R meeting – 4:45pm, June 21, 2022**
- 9. Adjournment**

**Upcoming City Meetings/Events:**

May 21, 2022	Carver County Special Waste Clean-up	8:00-Noon
May 23, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
June 3, 2022	NYA Food Distribution	2:00-3:30 PM
June 7, 2022	Planning Commission Meeting	6:00 PM

June 8, 2022	Economic Development Commission Meeting	6:00 PM
June 13, 2022	City Council Meeting	6:00 PM
June 16, 2022	Senior Advisory Meeting	9:00 AM
June 21, 2022	Park and Recreation Commission Meeting	4:45 PM
June 27, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM

---

## 2022 Goals:

- **Willkommen Memorial Park Old Town**
  - Budgeted to date: \$300,000
  - Hire a consulting company to create a SOW. Create a construction plan, complete project
- **Replaster Community Pool **\*\*DONE\*\*****
  - Budgeted \$71,000 for 2022
- **Trail & Sidewalk Maintenance **\*\*IN PROGRESS\*\*****
  - Budgeted \$15,000 for 2022
- **Replace Playground Equipment at NYA Legion Park**
  - Budgeted \$35,000 for 2022
- **Arbor Day Tree Planting **\*\*DONE\*\*****
  - Budgeted \$2,000 for 2022

# NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION

Tuesday, April 19, 2022 – 4:45pm

City Hall Council Chambers, 310 Elm Street West

## Minutes

Members present: Charlie Storms, Sharilyn Feltmann, Jim Zellmann, Dan Stender, Bryan Rehnehl, Bill Grundahl

Members absent: Karla Hormann, Advisor Kelly Vossen

Staff present: Public Service Director Tony Voigt, Economic Dev Director Karen Hallquist

Others:

### **1. Call to Order**

Storms called the meeting to order at 4:47pm.

A. Pledge of Allegiance – all those present stood for the Pledge of Allegiance

### **2. Adoption of Agenda**

*Motion: JZ/BG to approve the agenda with the addition of 5.3a Faxon Rd Trees. Motion passed 6-0.*

### **3. Approve Minutes**

A. April 19, 2022, Parks & Recreation Meeting

*Motion: JZ/DS to approve. Motion passed 6-0.*

### **4. Introductions, Presentations, and Public Comment - None**

### **5. Old Business/Updates**

#### **5.1 Legion Park Playground Replacement Update**

Voigt reported that the playground equipment will be available and shipped to Flagship Recreation on June 29<sup>th</sup>. They will keep the equipment until installation sometime during the following days. Staff will demo the current equipment and prepare the site and follow up with new chips after installation. There are warranties on different parts of the new system ranging from 8-15 years. Voigt is getting paint to match to paint the existing swing poles.

#### **5.2 Splash Pad Update**

Voigt shared that he researched the difference of a drain away systems versus a recirculating system finding that the drain away system is a huge water loss during the warmest months of water use. He is meeting with a representative from the company who installed the Hutchinson, Litchfield and Cologne splash pads this next week to discuss options of locations and pricing as it could be attached to the pool. Voigt commented that the West Carver Community Pool preliminary maintenance checks look good.

#### **5.3 Arbor Day Update**

Hallquist shared that the Arbor Day celebration will be held on Friday, April 29<sup>th</sup> at 10am along Elm Street in front of City Hall. One tree will be planted as there are limited trees available for planting at this time due to not ordering soon enough.

#### **5.3a Faxon Road Tree Planting**

Voigt shared that he has preliminary locations for 14 trees along Faxon Road. There is a limited amount of boulevard space, however, 5-6 feet away from the curb will accommodate safe snow removal without damage. U of M recommends different species of plants to be planted along tree lined streets to prevent the spread of disease. The 6 species chosen to have deeper root structure and are salt tolerant. Voigt will notify the businesses along Faxon Rd. Grundahl mentioned an adopt-a-tree maintenance program. No action was taken on this project.

#### **5.4 Old Town Update**

Hallquist shared that an RFQ to hire an architect for the Old Town Project is going to the City Council on April 25<sup>th</sup> for approval and will be open for two weeks. The plan is to have an architect chosen and

approved by Council by mid-May and have them attend the June 21<sup>st</sup> P&R meeting to start the design process.

#### **5.5 Bench Program Options**

Voigt reported on his findings for alternate bench options that would be totally maintenance free. The current benches have paint that is corroding. Tangent Materials is the company where the current benches are ordered – total cost is \$1125-1220 per bench depending on the number of benches ordered at one time. Voigt reached out to By The Yard in Jordan, MN and with shipping (\$49 per bench) the total cost is \$1075.10 with about 4-5 months shipping time. Commissioners asked if Tangent Materials had another maintenance free option – staff will research. Voigt will check on whether By The Yard benches include the leg anchor plate for mounting and warranty. Storms mentioned he may have a contact for an Amish company that he will check into.

#### **5.6 West Carver Community Pool Plaster Project Update**

Voigt shared that Go Get Fred will be starting the project the week of April 18<sup>th</sup> with the goal of completion followed by filling the pool by mid-May. Hallquist reported that there will be 12 lifeguards this summer with 5 of them being new to the pool. Lucy Coffel was hired as the pool manager for the summer.

#### **5.7 Trail Maintenance Update**

Voigt shared that he will be completing RFQs for trail maintenance at Prairie Dawn Park this summer. Staff will also identify other safety concerns for repair or replacement. Voigt budgeted for one trail this year for crack filling. He mentioned that Serenity Trail has a large heaving area that will need to be dug out and patched as it is in a low-lying area. Feltmann asked if a small bridge could be considered instead of patching every year.

### **6. New Business**

#### **A. Outlot A & Barnes Lake Nature Trail Community Survey questions**

Hallquist shared that residents have reached out with feedback on the project already as it has been mentioned in the city newsletter. Questions for the survey were proposed by Hallquist with commissioners suggesting more specific questions around the dog park topic. Hallquist shared that she located memos from 2013 that were specific to the dog park topic and will bring to the next meeting.

Voigt also shared that he talked with Gus Wischnack about the painting of the tennis courts for pickleball. Wischnack's will complete the project when the weather allows.

### **7. Commission Updates**

Planning – Grundahl shared that the new city planner Jared Johnson from WSB has started.

Joint Mtg – Storms shared that three main topics were identified as priority at the Joint Meeting by all of the Council and Commissioners: Street repair, nuisance enforcement, and second industrial park.

### **8. Upcoming Meetings - Next P&R meeting – 4:45pm, June 21, 2022**

### **9. Adjournment**

*Motion: SF/DS to adjourn at 5:55pm. Motion passed 6-0.*

Submitted by:

---

Karen Hallquist, Economic Development Director



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Legion Park Playground Replacement Update

---

Staff contacted Bailey at Flagship Recreation for a status update of the project and expected site preparation work to be done.

- Flagship will need 3-4 days for installation with a goal for completion by end of July. The new playground equipment will be at their facility sometime in June.
- Staff is researching options for the removal/disposal of the current playground equipment. There could be an option of either a sealed bid/auction with removal or complete disposal of equipment. Staff, along with City Administrator Aukrust, will make this decision based on the condition of the current equipment and what is most cost effective for either the removal or disposal.
- As for site preparation, city service staff will need to remove the current mulch after the old equipment is gone and replace the mulch (along with any other needed supplies) after the new playground is installed. Public Service Lead Randy Clay is getting cost estimates for the needed site replacements. He will also be checking out the mulch around the existing swing set.

Staff is also working with Flagship on matching paint for touch ups and paint for the existing swing set at the park.

Discussion Only.

Norwood Young America



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Splash Pad Update

---

Given the significant price and preparation for this project, it is the recommendation of staff to table the splash pad project until the 2023 budgeting season for a project in 2024/2025. Due to positive momentum, the following major projects have taken precedence with achievable timelines:

- Old Town Project – to be completed by Stiftungsfest 2023
- Outlot A & Barnes Lake Nature Trail - Community survey summer 2022 with more research, discussion and decisions fall 2022/winter 2023

**Recommended Motion:**

**Motion to table the discussion of the Splash Pad project until summer 2023.**



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Arbor Day Event Update

---

Three trees were planted in front of City Hall along Elm Street on Friday, April 29<sup>th</sup> in observance of Arbor Day. Mayor Lagergren, Council Member Storms, City Administrator Aukrust, EDD Hallquist, city public service staff and a resident from the community attended the planting.

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 identify locations of potential tree plantings along Faxon Road on an aerial map at the June 2022 meeting. These plantings can serve as the 2023 Arbor Day celebration and will be budgeted for in the coming months.

Discussion only.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Old Town Update

---

Attached is a copy of the RFQ that was advertised for the hiring of an architect for the Old Town Project. The RFQ was published on April 26<sup>th</sup> with a deadline for proposals due on May 10, 2022. There were three proposals submitted on that date. City Administrator Aukrust and Hallquist will be conducting interviews of the three architects the week of May 16<sup>th</sup> and will have a recommendation to hire at the May 23<sup>rd</sup> City Council meeting.

- April 26, 2022, Publish Request for Proposals (RFP)
- May 10, 2022, Proposals Due (4:00 p.m.)
- May 11&12, 2022, Review of Proposals
- May 16, 2022, Conduct interviews (tentative date)
- May 23, 2022, Council Appointment

The hired architect be in attendance for the June 21, 2022, Parks & Recreation meeting to begin the design plan followed by meetings with the Young America Cardinals and representatives from both Stiftungsfest and the Willkommen Heritage & Preservation Society sometime in July.

Discussion only.





## **ARCHITECTURAL SERVICES**

### **Request for Qualifications (RFQ)**

The City of Norwood Young America (City) seeks proposals from architectural firms interested in providing design and related technical services to the City of Norwood Young America. The city expects to select an Architecture Consulting firm to serve the city as the Designer and Contract Administration on a project located at historic Willkommen Park, the Old Town building. As the Architect, the firm will assist city staff, the Parks Commission, and the City Council in making appropriate design decisions and serve as a single point of contact for both the demolition, design, and construction phases of the project.

The city seeks a qualified firm that can serve as designer for the plans to demolish existing Old Town concession building; retaining the covered outdoor picnic area and redesign the structure, consistent with the design of the current building. The firm representatives will also work with the City Council and Park Board to guide the project through a public engagement process.

The demolition of the existing structure is anticipated in the fall of 2022 with the construction of the redesigned park amenity anticipated for the spring of 2023. Design of the new building including crow's nest and dugout, with main floor concessions can occur during 2022.

Willkommen Park is currently designed to look like an old German town and the redesign of the Old Town building should be generally consistent with the current design. Each section of the current building is a re-creation of a historic building previously located within Norwood Young America, and the exterior design and materials should be the same or similar, keeping within the same theme and the Bavarian design aesthetic.

The current building contains a baseball dugout, crow's nest where baseball announcing occurs from the top level and three separate structures that are used for concessions and storage. The two central buildings each have a second story used for assembly and storage. The city does not intend to have usable space on the second story of the new structure, except for the crow's nest which will continue to be used for baseball announcing and will require installation of an interior stairs to access the second level space. All other buildings-three in total, will be reconstructed as one large open space for concessions and other public purposes but will retain the three different building façade exteriors. The concession stand should be designed to the minimum standards necessary to

provide concessions under the health and building codes. It is not intended that the space would be constructed to be licensed as a commercial kitchen. It is anticipated that the building footprint will be consistent with the current structure and the existing foundation can be reused. The building is not currently handicapped accessible which is a requirement of this project, except for the crow's nest. Discussions regarding the crow's nest access and accessibility should occur with the City Building Inspector.

The existing building will be demolished except for the outdoor covered picnic area which should remain. Demolition plans will need to address preservation of the picnic area with demolition of the Old Town structure.



#### Submittal Requirements:

All proposals, questions, and correspondence should be directed to:  
City of Norwood Young America; Attn: Andrea Aukrust, City Administrator; PO  
Box 59, 310 Elm Street West, Norwood Young America, MN 55368.  
952-467-1800; cityadmin@cityofnYA.com.

1. All proposals must be delivered electronically and received no later than 4:00 p.m. on Tuesday, May 10, 2022. The subject line must be identified with "City Architect Proposal."
2. Each proposal must be signed by an authorized company representative.

The City reserves the right to reject any or all proposals, waive any irregularity in a proposal, and accept or reject any item or a combination of items.

#### I. Background

The City of Norwood Young America, Minnesota, is a growing, small-town community in western Carver County. In 1997, Young America and Norwood merged into one community to become the city known today as Norwood Young

America. This semi-rural town is located on the edge of the Twin Cities Metropolitan Area, approximately thirty-five miles west of Minneapolis. Home to 3,900 residents, population growth, is expected to continue for years to come. Norwood Young America proudly celebrates its German heritage, as it was originally settled by German immigrants who brought their traditions and customs to the area. This heritage is celebrated every August at *Stiftungsfest*, “A Founder’s Day Celebration,” and Minnesota’s oldest festival.

Willkommen Memorial Park is the historic location for the Stiftungsfest, and the yearly public gathering draws thousands of people attending the celebration. The park is also home to the historic Pavilion which is available to rent for weddings, reunions, and other large gatherings. Throughout the summer, Willkommen Memorial Park hosts the Young America Cardinals, the city’s amateur baseball team.

- II. Scope of Services The project will be divided into distinct phases with public engagement events woven throughout the design process.
- A. Schematic Design: Provide the following items.
1. Prepare conceptual design options
  2. Three (3) interior and 3 exterior 3D views (Revit, Sketch-up, or other electronic means) for use in Public Meetings and/or City Meetings.
  3. 100% Schematic Design documents (drawings and outline specifications or narratives) for review and cost estimate. Project cannot move to next phase if scope is over budget. Design team shall redesign to meet budget.
  4. Schematic Drawings to be included at a minimum:
    - i. Site Plan, Utility Plan(s),
    - ii. Storm/Grading Drainage Plan,
    - iii. Structural Foundation/Framing Plans,
    - iv. Building Floor Plans,
    - v. Building Elevations,
    - vi. Building Section,
    - vii. Mechanical / Plumbing / Electrical Schematics,
    - viii. Preliminary Fire Life Safety / Code Review Plan
    - ix. Demolition Plan
  5. Provide Final Schematic Design documents for Board Submittal.
  6. Update Project Schedule.
- B. Design Development: Provide a minimum of the following items.
1. 100% Design Development documents (drawings and project manual with technical specifications and cut of all equipment) for review and cost estimate. Project cannot move to next phase if scope is over budget. Design team shall redesign to meet budget.
  2. Drawings to be included (at minimum):
    - i. Site Plan
    - ii. Utility / Storm / Grading / Drainage Plans;
    - iii. Structural Foundation / Framing Plans;

- iv. Building Floor Plans;
  - v. Building Elevations;
  - vi. Building Sections and details;
  - vii. Fire Life Safety / Code Review Plan;
  - viii. Structural Foundation/Framing/Roof Plans, diagrams and details;
  - ix. Mechanical / Plumbing / Electrical Plans, Schedules, Riser Diagrams and Details;
3. Provide lighting, plumbing, and major equipment fixture cut sheets organized per specification section.
  4. Final finish selections
  5. Provide updated 4 interior and 4 exterior 3D views.
  6. Update Project Schedule.
- C. Construction Documents: Provide a minimum of the following items.
1. Creation of bidding alternates to safeguard project budgets.
  2. Construction Documents including drawings and project manual with technical specifications for Owner Review and approval at 90% and 100% completion. These reviews will be followed by review comments and final edits before documents are issued for Bidding and Plan Reviews.
- D. Bidding: The Consultant will be responsible for the packaging of bid documents for contractor use as well as facilitation of the bid opening. The Consultant will also be responsible to package and post addendums. The Consultant shall:
1. Provide quantities for preparation of Advertisement for Bids. Consultant will prepare and submit the Advertisement as required.
  2. The Consultant will answer questions and modify plan sheets and specifications to reflect changes addressed in addendums.
  3. Attend a pre-bid conference.
  4. Assist Owner in review of bids and selection of bid alternates.
  5. Prepare bid tabulation and Letter of Recommendation.
- E. Construction Administration. The Consultant shall:
1. Perform construction staking for construction work, including, but not limited to construction limits, line and grades stakes, surface restoration control, and as-built constructed improvements.
  2. The city will lead and facilitate day to day construction administration services, the Consultant will support City staff, as requested, during construction. Up to 60 hours should be allocated for supporting services which may include:
  3. Attendance at pre-construction meeting
  4. Attends contractor-hosted construction progress meetings held on site and review Contractor's meeting minutes for accuracy.
  5. Provide field observations of the work progress, noting any observed deficiencies. Provide appropriate team member oversight as needed. Summarize findings in monthly report. This effort can be architect led. However, all engineering disciplines are to be represented on a rotating basis in such a way as each discipline is on site at least during critical equipment installations.
  6. Submittal (including shop drawings) review and approval.

7. Pay Application and Change Order review and approval.
8. Respond to Requests For Information (RFI's).
9. Coordinate and review specialty testing, contracted separately by Owner.
10. Attend equipment start-up and testing of base systems and provide support the city's third-party commissioning agent.
11. Prepare punch list, review and document when list is completed. Punch inspections shall not just be completed by the Architect, but all design disciplines (including a reasonable measure of documented performance functional testing by the mechanical/electrical/plumbing engineers).
12. Provide and approve Substantial Completion form.
13. Review and approval of As-Built Documents as provided by the Contractor.
14. Create Record Documents (drawings and technical specifications) from as-builts provided by Contractor.
15. Twelve-month warranty walk-through and documentation.

F. Public Engagement and Contractor meetings:

1. The Consultant will support City staff and Parks Commission, as requested, for public engagement activities. Supporting services will include:
  - i. Attendance at two (2) Park Board meetings
  - ii. Attendance at 1 (one) City Council meeting
  - iii. Attends contractor-hosted construction progress meetings held on site and review Contractor's meeting minutes for accuracy.

G. Additional Tasks:

1. The Consultant is encouraged to include and describe any additional tasks not mentioned within the RFP that will enhance the project with associated additional service fee.

### III. Content of Proposal

Proposals shall contain the following information (not limited to):

1. Name of the firm and the name and contact information for the person(s) authorized to represent the company regarding all matters related to the proposal.
2. Qualifications of the consultant, and any subconsultants on the team, including prior experience and references from other cities.
3. Description of the services provided.
4. Proposed fee schedule and not to exceed the fee amounts for services to be provided.
5. Any other pertinent information the consultant feels is relevant to the City's decision to select a consultant.

### IV. Proposal Evaluation and Appointment

1. The city intends to retain the firm's services evaluated to be the best qualified

to perform the work for the city, with experience, compatibility, cost, and other performance factors considered.

2. The City shall not be liable for any expenses incurred by the proposer, including, but not limited to, expenses associated with the preparation and submission of the proposal, attendance at interviews, or final contract negotiations.
3. The City reserves the right to reject any proposers or request additional information from any proposers for clarification purposes and to accept or negotiate any modification to any proposal received by the posted deadline.

V. Proposed Timeline

- |   |                  |                                     |
|---|------------------|-------------------------------------|
| • | April 26, 2022,  | Publish Request for Proposals (RFP) |
| • | May 10, 2022,    | Proposals Due (4:00 p.m.)           |
| • | May 11&12, 2022, | Review of Proposals                 |
| • | May 16, 2022,    | Conduct interviews (tentative date) |
| • | May 23, 2022,    | Council Appointment                 |

VI. Terms and Conditions

1. The City reserves the right to reject any or all proposals or negotiate a contract that is in the City's best interest at the absolute and sole discretion of the City Council.
2. The contract for services will require that the individual or firm selected as Architectural firm maintain and provide proof of general liability, automobile, worker's compensation, and errors and omissions insurance.
3. The contract will also contain provisions requiring the selected individual or firm to indemnify the City and provide that the Architectural firm are independent contractors serving at the will of the City Council and the City Council has the right to terminate the agreement, at its sole discretion, upon the provision of notice.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Park Bench Program Options

---

Staff contacted Randall Roloff with Tangent Materials (Worthington, MN) about the current benches that are purchased for the Park Bench Program. **Tangent Materials** offers two different styles of benches (attached) with the following pricing:

- **Park Avenue Series** - \$885.14 + \$45/engraving line (typically \$90) + S&H = ~\$1,125-\$1,220 per bench
- **Park Scape Series** - \$786.69 + \$45/engraving line (\$90 for 2 lines) + S&H = ~\$1,026-\$1,121 per bench
- Shipping & Handling ranges from \$150-245 depending on the number of benches ordered.
- 8-12 weeks shipping
- Comes with leg anchor
- 50-year warranty on the plastic lumber (rot/fading), not cast iron or paint

**By The Yard (Jordan, MN)** confirmed the following:

- **Horizon Bench** - \$926.10 + \$100 engraving (2 lines) + \$49 S&H = \$1,075.10 per bench
- 14-16 weeks shipping
- Need to purchase bracket to attach to inside leg of bench for mounting
- 15-year warranty on entire bench

Color choices are similar for both companies.

**Action:**

Commissioners are asked to discuss options and make recommendation to either keep the current bench selection through Tangent Materials, select the new Park Scape Series through Tangent Materials, or change to the Horizon Bench through By The Yard for the Park Bench Program.

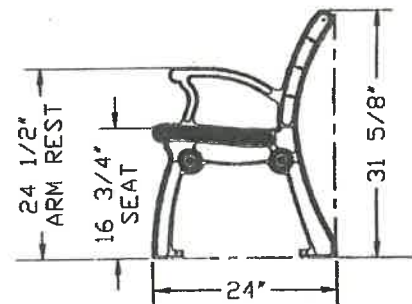


# Park Avenue™ Series



## Benches

- 2"x4" Select™ solid core recycled plastic lumber
- UV protection to guard against color fade
- Rounded seat and back edges for added comfort
- Sand cast aluminum frames with polyester powder coating
- Modular frames allowing for linking options
- Proportioned for sitting comfort
- Generous end arms for comfort and style
- Center arm available



## Benches

Model		Weight Lbs.
4005	24" Chair	80
4004	49"	108
4000	60"	124
4001	72"	140
4002	96"	188
4003	Center Arm	4





# ForeSite Designs®

## Distributor Price

### Park Avenue™

The Park Avenue™ line of ForeSite Designs® combines recycled sand cast aluminum frames with recycled plastic lumber to create a classic look. The Park Avenue™ line offers versatility with a variety of bench lengths and linking options.

#### Park Avenue      Price      Weight LBS

##### Seat

3000	5 ft	\$524.11	72
3001	6 ft	\$574.75	80
3002	8 ft	\$789.08	97
3004	4 ft	\$453.25	54



##### Bench

4000	5 ft	\$823.15	124
4001	6 ft	\$885.14	140
4002	8 ft	\$1,211.81	188
4004	4 ft	\$702.66	108
4005	2 ft - Chair	\$473.94	80



##### Picnic Table

5000	5 ft	\$1,731.84	380
5001	6 ft	\$1,857.16	412
5002	8 ft	\$2,347.39	520
5003	8 ft ADA	\$2,532.64	530
5004	6 ft ADA	\$2,147.78	432



#### Standard Colors Lumber

NWW	Black
Cedar	Green
Gray	Mink

#### Powder Coat Colors

Black
Hunter Green
Dark Gray

With resin surcharge Effective 11/5/21

Resin surcharge is subject to change and could effect your order  
current price includes resin surcharge

#45 / engraving line

#150 - \$245<sup>00</sup> shipping  
(based on # of benches)

# Park Scape<sup>TM</sup> Series



*The Park Scape<sup>TM</sup> series offers conventional design that fits nicely into any park and recreation application. These durable and low maintenance seats, benches and picnic tables are constructed with Select<sup>TM</sup> solid core recycled plastic slats and polyester powder coated finish on heavy-duty steel frames. Available with or without arm rests. The Park Scape<sup>TM</sup> series will look great for years to come. Available in a variety of frame and slat colors.*

*Assembly Required. Mounting Options: Embedded, Surface and Portable  
Specify model number, mounting preference, frame and slat colors*



**ForeSite Designs®**  
Distributor price  
**Park Scapes™**

The Park Scapes™ series offers a conventional design featuring a powder coated finish on heavy-duty steel frames and recycled plastic lumber slats. Perfect for park and recreation applications, the Park

		Price	Weight LBS
<b>Bench</b>			
1400	5 ft w/o Arms	\$564.34	185
1401	6 ft w/o Arms	\$678.27	205
1402	8 ft w/o Arms	\$749.56	249
1404	4 ft w/o Arms	\$528.69	164
1405	2 ft w/o Arms	\$315.27	153
1500	5 ft	\$751.05	201
1501	6 ft	\$786.69	221
1502	8 ft	\$857.98	265
1504	4 ft	\$715.40	180



<b>Picnic Table</b>			
1600	5 ft	\$1,581.55	425
1700	6 ft	\$2,076.95	495
1701	6 ft ADA	\$1,798.66	495
1800	8 ft	\$2,244.41	633
1801	8 ft ADA	\$2,259.24	583



<b>Seat</b>			
1870	Childs 2 ft	\$198.47	75
1890	4 ft	\$352.88	88
1900	5 ft	\$373.25	107
2000	6 ft	\$461.00	129
2100	8 ft	\$501.73	154



<b>Standard Colors Lumbe</b>	NWW	Black
	Cedar	Green
	Gray	Mink
<b>Standard Colors Steel</b>	Black	
	Hunter Green	
	Dark Gray	

With resin surcharghe Effective 11/5/21  
 Resin surcharge is subject to change and could effect your order  
 current price includes resin surcharge

\$45 / engraving line  
 \$150 - \$245<sup>00</sup> shipping  
 (based on # of benches)





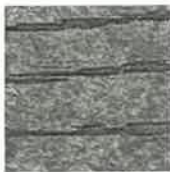
## Bedford Technology Color Options



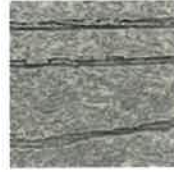
**Black**



**Brown**



**Industrial  
Dark Gray**



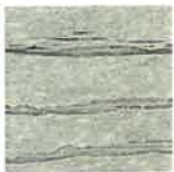
**Dark  
Gray**



**Chestnut**



**Cement**



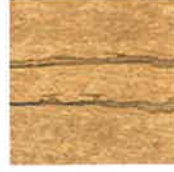
**Gray**



**Spice**



**Mink**



**Cedar**



**Norweigan  
Weathered Wood**



**Tan**



**Green**



**Blue**



**Red**



**Yellow**



**White**



**BEDFORD**  
TECHNOLOGY  
• SMARTER LUMBER

Made in the USA | 800-721-9037  
[plasticboards.com](http://plasticboards.com)



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: West Carver Community Pool Update

---

Public Service Lead Randy Clay reported to staff that Go Get Fred completed the replastering of the WCCP this last week. The pool is currently filled and running with new jets also being installed this week.

Lucy Coffel has started her position as WCCP manager for the 2022 season. She is currently working at City Hall preparing swimming lesson and lifeguard schedules. She will also be inventorying the pool equipment, tables, and chairs to see if any replacements are needed. Swimming lesson applications and passes are available at City Hall for purchase.

The goal is to have open swimming start on June 4<sup>th</sup> with a potential for a "soft opening" Memorial Day weekend.

Discussion Only.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Trail Maintenance Update

---

City Council approved hiring Gopher State Sealcoat Inc. in the amount of \$3,100 to seal coat the identified area (attached – Prairie Dawn Park trail) on the NYA Trail System. City staff is also looking at the cracking and heaving along Serenity Trail and what can be done to improve it.

Project areas are documented in the city GIS system for future reference and guidance. City Administrator Aukrust will be working with city public service staff and contractors on a maintenance schedule going forward.

Discussion Only.

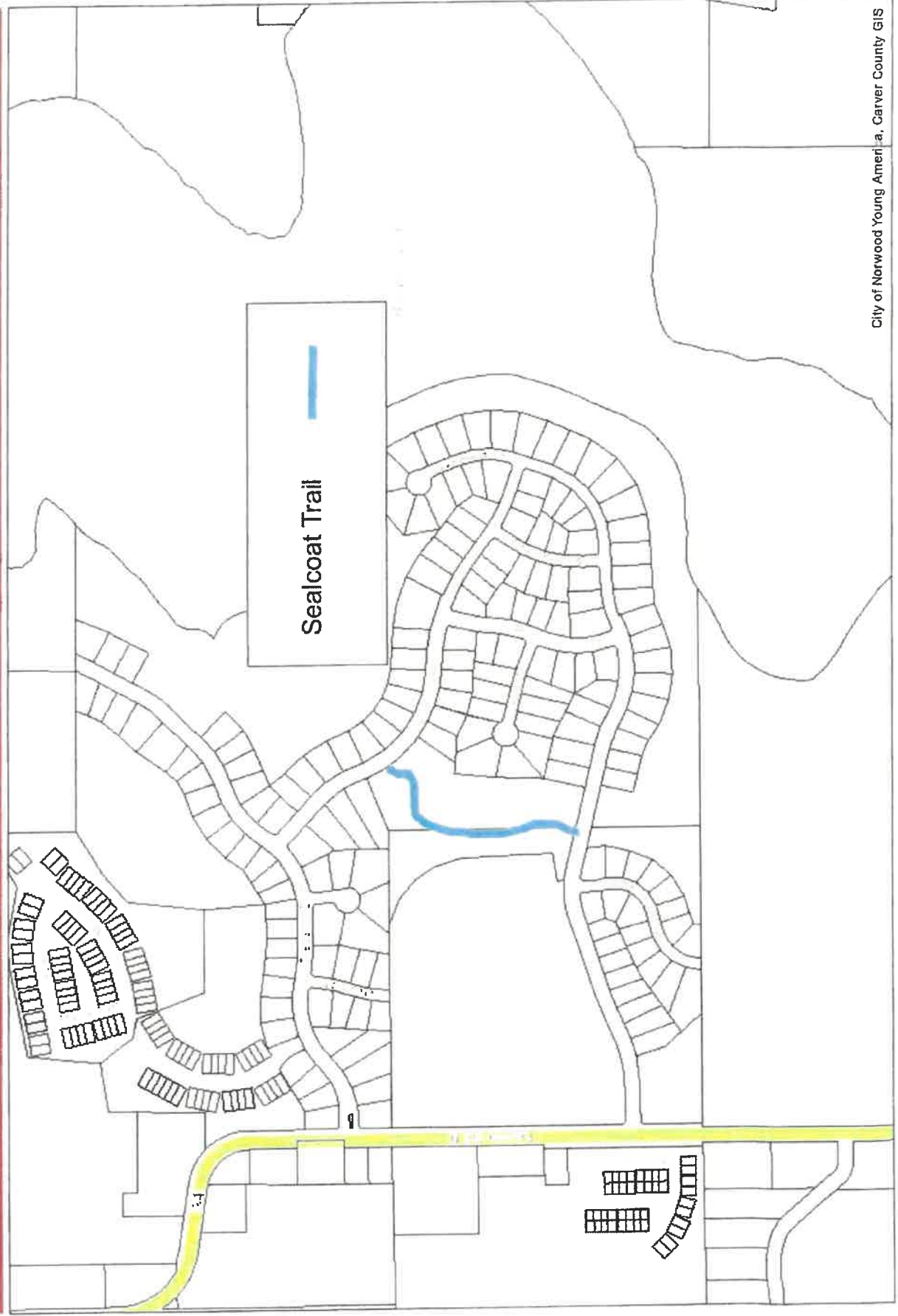


# CITY OF NORWOOD YOUNG AMERICA

## NYA 2022 Trail Sealcoat

Map Date: 4/13/2022

more than a place, it's home.





TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Outlot A & Barnes Lake Nature Trail Community Survey

---

A copy of the survey will be available for commissioners to review at the meeting.

Attached is also a copy of a memo dated July 5, 2013, named "Best Practices for Dog Parks." This is for informational purposes only. Should the P&R Commission and City Council pursue the dog park project, the information in the memo will be reviewed and compared to current research of dog parks in neighboring communities.

**Action:**

Commissioners are to review the survey, edit where necessary, and if ready, make a motion to the City Council to recommend approval of the survey and to be included in the June city newsletter.

**Norwood Young America**



## CONSULTANT MEMO

### City Council City of Norwood Young America

**To:** Members of the Park and Recreation Commission

**From:** Cynthia Smith-Strack, Municipal Development Group

**CC:** Tom Simmons, City Administrator  
Alicia Neubarth, OSR

**Date:** July 5, 2013

**Agenda Item:** **Best Practices for Dog Parks**

 **COPY**

---

#### **BACKGROUND:**

NYA Resident LaVonne Kroells is requesting the Park and Recreation Committee hold additional discussion regarding a dog park within the City. Please find an attached email from Ms. Kroells who is expected to be present at the meeting.

For your background information and discussion context we have audited "best practices" from several cities relating to the siting and design of dog parks. The information follows. Finally, it is presumed dogs allowed into a dog park would need to be licensed by the City with proof of current vaccination. In 2013 less than 100 dog licenses were issued.

#### **Best Practices for Siting Dog Parks**

1. Determine if dog park will be incorporated into a larger park or be a freestanding park on its own
2. Establish a budget for the project
3. Make sure there is a commitment to sustained and continuous maintenance by the City and City staff
4. Dog parks should be centrally located, within two miles of all residents
5. Avoid locations that are away from public view or, conversely make sure off leash area is very visible from public streets so as to discourage anti-social behavior by people and/or pets
6. Focus on areas where people currently bring their dogs
7. Focus on sites with community support, don't place where there is opposition
8. Avoid immediate proximity to residences; buffer with hedges, berms, and/or opaque fencing
9. Avoid placing dog park near areas frequented by wildlife
10. Avoid placing off leash facilities in existing parks that are already well used by the community
11. Create the perception of the dog park as a park 'improvement' project

12. If using a portion of an existing park choose an existing park that is larger in size and service area; don't locate in a neighborhood park or playground
13. Consider topography, site must be relatively flat and most importantly well drained
14. Areas near multiple family units may have more of a need for an off leash dog park
15. Ensure there is some parking available
16. Ensure there is a balance of open and shaded areas



### **Best Practices for Designing Dog Parks**

1. Enclosed area must be at least one-half acre for off-leash use
2. Off leash areas must be completely fenced
3. Create separate fenced areas for small and large dogs; small being less than 30 pounds
4. There should be one water source in each enclosed off leash area
5. There should be one dog waste pick up dispenser and one disposal receptacle in each enclosed off leash area; an underground vault is best for dog waste disposal receptacle
6. Fencing should be attractive, landscaped, and at least four feet in height
7. A landscaped buffer should be placed on the outside of the fence
8. Entrances for off leash areas should be double gated; there should be a separate entrance for maintenance and waste disposal pick up
9. The off leash dog play area should be designed as a gathering place for people and dogs with benches, picnic tables, and other places to sit and relax.
10. The off leash enclosure area surface must be easily maintained – turf and grass are not suitable; consider gravel, sand, crushed rock, wood chips, or artificial turf
11. Off leash area must be ADA accessible
12. Lighting is needed unless posted hours limited to dawn/dusk
13. Incorporate artificial features (e.g. fire hydrants, rocks) so the enclosed area isn't a flat, featureless rectangle
14. Prominent signage with park hours and rules is needed
15. At least part of the enclosed area should be shaded, but it should not include a dense canopy of trees
16. There must be clear separation of the off leash area and other park uses like athletic fields, picnic areas, play features, and tot lot activities

### **ACTION:**

Discussion is kindly requested.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: May 17, 2022

SUBJECT: Sidewalk City Code Update

---

The City has been approached by property owners in the downtown districts about “who is responsible for fixing the sidewalks.”

According to City Code, city staff identifies the damage, then replaces or repairs the sidewalk. The cost is then assessed the property owner the full amount of replacement/repair. City Administrator Aukrust will be working with the new City Planner Jared Johnson of WSB to come up with simplified language along with a procedural guide for sidewalk maintenance protocol which will be helpful in explaining to residents/property owners the process and then city staff to follow through on.

Current City Code – Chapter 8 Streets, Sidewalks, Public Parks and Grounds:

**820.28 Assessment of Costs.** *The cost of constructing crosswalks may be assessed upon all the property of the City. The cost of constructing sidewalks in front of all real property owned by the City may be assessed upon all the property of the City, and the cost of constructing any sidewalks in front of or adjoining any lot or parcel of land in the City may be assessed upon the lot or parcel of land in front of or adjoining the sidewalk, except in the City's business district where the Council may determine sidewalk construction to be of general public benefit and thereby assess a portion of the cost upon all the property of the City.*

**820.29 Sidewalk Repairs.** *If the owner of any lot or parcel of land shall permit any sidewalk along the same to become broken, rotten or out of repair, it shall be the duty of the street commissioner to immediately repair the same in a good, substantial and thorough manner, and to report to the City Council the costs of the repair, together with a description of the lot or parcel of land abutting which such repairs were made, and the report shall be filed with and be preserved by the City Administrator. The City Council shall, once in each year, at or as near as conveniently may be, the time of levying the yearly city taxes, assess and levy upon each of the lots or parcels of land fronting or abutting upon sidewalks which are being repaired by the street commissioner, the cost of making the repairs and the same shall be returned, collected and enforced in the same manner as City taxes are returned, collected and enforced.*

Discussion Only.