



## NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION

Tuesday, October 18, 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. September 20, 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. New Business**

- A. Semi-Annual Park Inspections  
B. 2023 Goals

**6. Old Business/Updates**

- A. Old Town Update  
B. Bench Program Update  
C. Community Survey - Outlot A & Barnes Lake Nature Trail  
D. All-Park Assessment Project – Friendship Park  
E. All-Park Assessment Project – Skate Park

**7. Commission Updates**

**8. Upcoming Meeting - Next P&R meeting – 4:45pm, November 15, 2022**

**9. Adjournment**

**Upcoming City Meetings/Events:**

October 20, 2022	Senior Advisory Meeting	9:00 AM
October 24, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
November 1, 2022	Planning & Zoning Commission Meeting	6:00 PM
November 4, 2022	City of NYA Food Distribution	2:00 PM to 3:00 PM
November 8, 2022	Election Day	7:00 AM to 8:00 PM/NYA City Council Chambers
November 14, 2022	City Council Meeting	6:00 PM
November 15, 2022	Park & Recreation Commission Meeting	4:45 PM

November 16, 2022	Economic Development Commission Meeting	6:00 PM
November 17, 2022	Senior Advisory Meeting	9:00 AM
November 28, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM

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#### 2022 Goals:

- **Willkommen Memorial Park Old Town \*\*IN PROGRESS\*\***
  - 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 \*\*DONE\*\***
  - Budgeted \$15,000 for 2022
- **Replace Playground Equipment at NYA Legion Park \*\*DONE\*\***
  - Budgeted \$35,000 for 2022
- **Arbor Day Tree Planting \*\*DONE\*\***
  - Budgeted \$2,000 for 2022

# NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION

Tuesday, September 20, 2022 – 4:45pm

City Hall Council Chambers, 310 Elm Street West

## Minutes

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

Members absent: Advisor Kelly Vossen

Staff present: Community & 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/DS to approve the agenda. Motion passed 6-0.*

### **3. Approve Minutes**

A. August 16, 2022, Parks & Recreation Meeting

*Motion: KH/SF to approve the minutes. Motion passed 6-0.*

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

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

A. Legion Park Playground Replacement Update

Hallquist reported the wood chips replacement under swings will be done this fall. Staff confirmed the \$6,200 invoice from Midwest Groundcover was for delivery and installation in both areas of the park. Additional mulch will be added next spring. Staff hired a local exterminator to resolve the cicada bugs.

B. Old Town Update

Hallquist said there is no update at this time.

C. Bench Program Options

Hallquist reported that Done Rite Powder Coating will do maintenance on 5-6 benches yet this fall. Continued maintenance will be done going forward.

D. Community Survey - Outlot A & Barnes Lake Nature Trail

Hallquist requested to review the results and discuss at the October meeting.

E. All-Park Assessment Project – Friendship Park

Hallquist shared that she reached out to Bolton & Menk to find out the probability of the ditch being culverted. NYA resident Cindy Zabel was present to make the following suggestions for improvements at the park:

- Bridge on field 2
- More bridges
- New shelter with more picnic tables and benches
- More trees along the NE side of the park
- New bleachers
- Fix tennis courts and add pickleball
- Add a splashpad
- Add another hockey rink
- Offer bocci ball, bean bag boards, adult work out equipment
- Survey the community
- Ideas to raise money for Friendship Park
  - Fun Run
  - SB league/homerun contest
  - Friendship Fun Day

- Sell hoodies/tshirts with the city logo on them
- Open the concession stand for games

Commissioners agreed that Friendship needs improvements, especially with the water situation. The park is not being used to its potential. Commissioners also agreed that it will take community members together to support some of these projects including raising money. Commissioners thanked Zabel for her input and welcomed the support.

**F. All-Park Assessment Project – Skate Park**

Hallquist reported from previous memos of maintenance concerns of the park including the pavement. Staff will continue to research the history of the Skate Park as it is located on District 108 property, however, the city maintains it. There will need to be resolution of ownership and who the responsible party is for maintenance before further decisions are made on improvements.

**6. New Business - none**

**7. Commission Updates**

CS – Reported the Council has been working on 2023 budget.

DS – Questioned the sidewalk situation on Main Street.

Hallquist reported Stiftungsfest was a success again this year with profits similar to 2021 at about \$50,000.

**8. Upcoming Meetings - Next P&R meeting – 6:00pm, October 18, 2022**

**9. Adjournment**

*Motion: JZ/SF to adjourn. Motion passed 6-0.*

Submitted by:

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Karen Hallquist, Community & Economic Development Director



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 18, 2022

SUBJECT: Semi-Annual Park Inspections

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An All-Park Inspection was completed on October 4, 2022, by city staff. These inspections have previously been done annually, however, will now be completed in spring (to check for damage due to winter weather) and fall (to check for damage during the busy season). The following recommendations were found (updates in Red):

- Prairie Dawn Park
  - Playground installed 01-11-2007
  - Mulch is okay, but could use replacing
- NYA Legion Park
  - Playground installed 07-25-2022
  - Black dirt needs to be added around west and south side of border of playground area.
  - More mulch to be added to match grade by sidewalk
  - Old white slide needs new mulch – paint and peeling/wore off
    - Update: Staff completed the border and wood chip replacement under the swing set and dinosaur ride. Staff removed the digger toy as parts were rusted and broke.
    - Overgrown bushes were taken out by the shelter. Will be replaced in the spring with low maintenance grasses
- NYA Sports Complex – Lions Park
  - Playground installed 08-12-2014
  - Mulch needs to be replaced and no border around playground area
    - Update: Staff ordered new border. Will be meeting with Midwest Ground Cover for estimate of new mulch. This may be completed in fall 2023 if budget allows.
- South Park
  - Playground installed ???
  - Some facing and paint chips on supporting frames
  - One leg on north swing set is bent
  - One blue swing seat is slowing wear
  - New mulch and borders needed
- Casper Circle Park
  - Playground installed ???
  - Two bolt ends on slide have two threads showing
  - Supports on swing set are rusty and paint chipping
  - Needs new mulch and border
- Kehrler Park
  - Playground installed ???
  - Two bolts on slide have more than two threads exposed

- Spring riding toy is faded and chipping paint
  - Needs new mulch and border
- Friendship Park (West)
  - Playground installed 05-04-2015
  - Needs new mulch and border
  - Two picnic shelters – tables are worn and trip hazard around cement slabs
    - Update: Staff will be measuring for the border and mulch yet this fall
- Friendship Park (East)
  - Playground installed 05-22-2007
  - Needs new mulch
- Willkommen Memorial Park
  - Playground installed ???
  - Needs new mulch

Discussion Only.



TO: Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 18, 2022

SUBJECT: 2023 Parks & Recreation Goals

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The following list of items have been mentioned in 2022 as goals or projects for P&R:

1. Complete the "new" Old Town Project
2. Continue All-Park Assessment
3. Research/develop a plan for Outlot A including dog park
4. Review NYA Skate Park
5. Continue to replace playground mulch and create a maintenance/replacement plan
6. Review trail system – what is the next trail to repave? Name the trails?

Discussion Only.

*Norwood Young America*



TO: Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 18, 2022

RE: Old Town Update

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Jennifer Kaeding with Kaeding Architecture is continuing to prepare the specs to go out for bid. Staff met Kaeding and her structural engineer at Old Town this week to look at the shelter area and the third base dugout. These areas will be considered alternates for the overall project.

Another area the structural engineer reviewed was the bell tower and how it currently is set. Staff will reach out to the Willkommen Heritage & Preservation Society to find out if it is known how much the bell weighs.

The timeline for the project has shifted slightly:

- Fall 2022 - Approval of RFQ by City Council to go out for contractor bids
- Winter 2023 – Select contractor
- Spring/Summer 2023 – Demolition and construction of the “new” Old Town ASAP

Kaeding will be presenting the contractor RFQ, final design specs, and finishes at an upcoming City Council meeting (most likely early Nov). The Parks & Recreation Commissioners, YA Cardinals, and representatives from Stiftungsfest will all be invited to attend this meeting.

Information Only.





TO: NYA Parks & Recreation Commission  
FROM: Karen Hallquist, Community & Economic Development Director  
DATE: October 18, 2022  
SUBJECT: Bench Program Update

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Staff provided Public Service Lead Randy Clay with the information for the Done Rite powder coating business. The plan is to have the four (4) most corroded benches fixed this winter. Three are located on Faxon Rd and the other is along Railroad Street by the Harbor.

Tangent Materials is the wholesaler of the Park Avenue Benches that are available through the City of NYA Bench Program. The bench program sells the benches for \$975 based on the following pricing:

\$885.14	6 ft Park Ave Bench
<u>\$ 45.00</u>	Engraving (one line)
<b><u>\$930.14</u></b>	<b><u>Old Price for Park Avenue Benches</u></b>

As of this fall, there has been an increase in pricing for the Park Avenue Benches. They are now \$1,001.49 each plus \$45 per line of engraving. According to the Tangent Sales Rep Randall Roloff, these aluminum bench legs are also powder coated, however, the base is aluminum, not steel.

\$1001.49	6 ft Park Ave Bench
<u>\$ 45.00</u>	Engraving (one line)
<b><u>\$1046.49</u></b>	<b><u>New Price for Park Avenue Benches</u></b>

For city staff to install the bench, there is approximately \$75 of concrete to make the slab plus bench shipping has ranged from \$150 - \$255. This can range based on the number of benches ordered.

Tangent Materials still has another bench option with the Park Scapes Bench. The bench (as shown on attachment) has arms, recycled plastic lumber slats, and powder coated heavy duty steel frames. These 6 ft benches with arms are \$896.83 and come with black, hunter green, or dark gray powder coated frames. The slat of the bench is 3x4" rather than the Park Avenue Bench at 2x4".

\$896.83	6 ft Park Scapes Bench
<u>\$ 45.00</u>	Engraving (one line)
<b><u>\$941.83</u></b>	<b><u>Price for Park Scapes Bench</u></b>

A comparable for the Park Scapes Bench is the Horizon Bench from By The Yard in Jordan, MN. Those are priced at \$926.10 + \$100 engraving (2 lines) + \$49 S&H = \$1,075.10 per bench.

Given the increase in price along with increase of concrete and shipping, staff is recommending an increase in price for the Park Avenue Benches. The suggested price includes concrete and partial shipping.

**Suggested selling price for the Park Avenue Benches = \$1,300 + engraving**

Staff is also recommending offering a second option for the Bench Program to include the Park Scapes Bench. The suggested price includes concrete and partial shipping.

**Suggested selling price for the Park Scapes Benches = \$1,100 + engraving**

**Recommended Motions:**

**Motion to increase the selling price of the Park Avenue Bench to \$1,300 + engraving for the NYA Bench Program.**

**Motion to offer the Park Scapes Bench in the NYA Bench Program at the selling price of \$1,100 + engraving.**

## 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	\$560.79	72
3001	6 ft	\$614.98	80
3002	8 ft	\$844.32	97
3004	4 ft	\$484.98	54



##### Bench

4000	5 ft	\$1,002.04	124
4001	6 ft	\$1,001.49	140
4002	8 ft	\$1,450.31	188
4004	4 ft	\$859.16	108
4005	2 ft - Chair	\$624.30	80



##### Picnic Table

5000	5 ft	\$1,901.40	380
5001	6 ft	\$1,987.16	412
5002	8 ft	\$2,554.54	520
5003	8 ft ADA	\$2,709.92	530
5004	6 ft ADA	\$2,367.88	432



#### Standard Colors Lumber

NWW	Black
Cedar	Green
Gray	Mink

#### Powder Coat Colors

Black
Hunter Green
Dark Gray

With resin surcharghe Effective 8/25/22

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

## 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,

		Price	Weight LBS
<b>Bench</b>			
1400	5 ft w/o Arms	\$685.13	185
1401	6 ft w/o Arms	\$820.84	205
1402	8 ft w/o Arms	\$898.61	249
1404	4 ft w/o Arms	\$646.24	164
1405	2 ft w/o Arms	\$359.41	153
1500	5 ft	\$856.19	201
1501	6 ft	\$896.83	221
1502	8 ft	\$978.09	265
1504	4 ft	\$815.56	180



#### Picnic Table

1600	5 ft	\$1,802.97	425
1700	6 ft	\$2,367.73	495
1701	6 ft ADA	\$2,050.47	495
1800	8 ft	\$2,558.63	633
1801	8 ft ADA	\$2,575.54	583



#### Seat

1870	Childs 2 ft	\$226.26	75
1890	4 ft	\$402.28	88
1900	5 ft	\$425.50	107
2000	6 ft	\$525.54	129
2100	8 ft	\$571.97	154



<b>Standard Colors Lumber</b>	NWW	Black
	Cedar	Green
	Gray	Mink

<b>Powder Coat Colors</b>	Black
	Hunter Green
	Dark Gray

With resin surcharge Effective 8/25/2022



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 18, 2022

SUBJECT: Outlot A & Barnes Lake Nature Trail Community Survey

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Attached are the complete results of the Outlot A & Barnes Lake Nature Trail Community Survey. A total 262 surveys were conducted.

Commissioners are to review survey and supporting comments.

Based on the positive feedback for the Outlot A project, staff is recommending a next step of directing Bolton & Menk to draft options for a trail system throughout Outlot A including an area for a large and small dog park.



TO: Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: September 20, 2022

SUBJECT: All-Park Assessment Project – Friendship Park

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#### Culvert Project:

Staff talked with Lead Paul Dhoore who works with the city storm water ditches to discuss the Friendship Park ditch. Staff emailed Bolton & Menk to find out the probability of the ditch being culverted. Josh Exstein at B&M thinks we could get a culver project permitted with the county. It would be necessary to model the ditch to size the pipe and prove that it would not affect upstream or downstream water levels. His suggestion is to complete a feasibility study to look at options for full culvert Vs, some selected sections and the costs associated with each option. Staff has asked B&M to get an estimate of what a feasibility study would cost.

#### Tennis Courts:

The last maintenance completed on the tennis courts was crack sealing in 2014. In September 2020, staff reported to the Parks & Rec Commission that the playing surface is not in great shape, however, the blacktop looks to be in good condition with minimal cracking. At that time, a bid (for budgetary purposes) was received for \$19,750 to clean, crack fill, fill in low areas, and reapply the sport court coating. Current staff reached out to SurfacePro, to once again, get a bid for planning/budgetary purposes. It would be beneficial to have this maintained as it serves multiple sport purposes with tennis (2 courts), basketball (2 hoops), and could have a minimum of 4 pickleball courts added. According to Google, tennis court surfaces require resurfacing every 4 to 8 years.

The following improvements are in the works:

- Picnic table maintenance – either powder coating or painted
- Friendship Park sign – footings being added and signed placed
- West playground being measured for a quote on rubber edging
- West playground and east playground being measured to get a quote on fresh wood chips

Commissioners are asked to discuss the Friendship Park improvement ideas brought forth from the September meeting:

- Bridge on field 2
- More bridges
- New shelter with more picnic tables and benches
- More trees along the NE side of the park
- New bleachers
- Fix tennis courts and add pickleball
- Add a splashpad

- Add another hockey rink
- Offer bocci ball, bean bag boards, adult work out equipment
- Survey the community
- Ideas to raise money for Friendship Park
  - Fun Run
  - SB league/homerun contest
  - Friendship Fun Day
  - Sell hoodies/tshirts with the city logo on them
  - Open the concession stand for games

**Discussion only.**



TO: Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: October 18, 2022

SUBJECT: All-Park Assessment – Skate Park

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The following timetable is how the NYA Skate Park came to be:

- October 9, 2000, City Council Meeting
  - City Council heard from staff the request of a Neighborhood Watch Group that encouraged the city to invest in a skateboard park as other nearby communities had installed them with a very positive response. Council encouraged further research.
- April 23, 2001, City Council Meeting
  - Boy Scout Ned Ashton submitted a petition of 31 signatures in support of a skateboard park.
- May 14, 2001, City Council Meeting
  - City Council approved to appropriate \$27,000 from the Special Capital Projects Fund to be used toward the cost of a skateboard park, determine a site, and set up a group of youth to help design it. The VFW and Legion would also contribute to the project.
- June 4, 2001, Youth Workshop
  - NYA Community Development Assistant Nate Sparks held a workshop with youth from the community to come up with a design for a 160'x60' skate park along with getting their opinion on skateboard features/equipment, and a site. The area by the school was selected for the site.
- July 9, 2001, City Council Meeting
  - City Council authorized the Mayor and City Administrator to sign a lease agreement with District 108 for land to be leased from the school district by the city for the purpose of a skateboard park/outdoor ice rink. The lease (of \$1.00) was to start August 1, 2001, and sunset ten years later July 11, 2011. The city was to hold all maintenance responsibility and insurance liability.
- August 2001, Skatepark Construction
  - Wm Mueller & Sons installed the surface and RampTech installed the features. The skate park expenses totaled \$29,238. Total income for the project was \$32,870 which included \$4,870 from the VFW and \$1,000 from the American Legion.
- September 24, 2001, City Council Meeting
  - City Council approved the installation of an 8' fence at the skateboard park at a price not to exceed \$6,959. The fence cost was covered from the funds allocated for the skateboard park and donations, and the remaining costs came from the General Park Improvements Capital budget line item.
- June 17, 2014, Parks & Recreation Commission Meeting
  - Owners of Dairy Queen had a survey done of their property for a parking lot expansion project. Part of the skate park/fencing was on their property. City staff adjusted the



fencing to accommodate their property line. Minutes from this meeting mention a 99-year lease with the school.

Since this time, city staff has maintained the skateboard park features/equipment including painting it. As of last week, the skate park was locked with a "Park Closed Due to Safety Concerns" sign because of major wear and tear plus exposed and rusted hardware.

Staff reached out to Superintendent Tim Schochenmaier and Community Ed Director Kelly Vossen to have the conversation about this agreement. They are looking into what the school board approved back in June 2001...a 1-year lease or 99-year lease. After talking with former staff, there seemed to be a verbal agreement in which the school allowed the skate park to continue in exchange the city maintains (snow removal) the trail that extends to their parking lot and maintain the culvert. It is unclear when this was decided and for how long.

The city currently maintains ten (10) city parks, including the Skate Park. Additionally, the city will be maintaining the improvements to come with the Outlot A project. These Carver County cities have skate parks: Waconia, Chaska, Victoria, Carver, Chanhassen.

**Commissioners are to discuss the following:**

1. Does the city want to pursue improvements at the Skate Park as a skatepark? If so, this would require:
  - a. A new lease agreement with the school district
  - b. Resurfacing of the grounds
  - c. Replacement of the features
2. Does the city want to pursue improvements at the Skate Park as a pickleball court? If so, this would require:
  - a. A new lease agreement with the school district
  - b. Resurfacing the grounds

## LEASE

THIS LEASE AGREEMENT, entered into this 9<sup>th</sup> day of July, 2001, by and between its Independent School District No. 108, a body politic under the laws of Minnesota, hereinafter referred to as Lessor and the City of Norwood Young America, a body politic under the laws of Minnesota, hereinafter referred to as Lessee.

### WITNESSETH:

That in consideration of the rentals below specified and the covenants herein stipulated, Lessor agrees to lease a certain described premises situated in the City of Norwood Young America and County of Carver, described as follows:

Legal described attached, marked Exhibit A and made a part of this agreement.

To have and hold the premises unto the Lessees, their successors and assigns for the term of ten (10) years commencing on the 1<sup>st</sup> day of August, 2001, and ending on the 31<sup>st</sup> day of July, 2011. It is hereby agreed between the parties that either party shall have the right to terminate this lease during the period of the lease without cause. The termination notice must be served between the 1<sup>st</sup> of April and the 1<sup>st</sup> of June of each year. The effective date of said notice shall be one year from the date of serving of the notice. The purpose of this delay is to allow the Lessee time to relocate the structure located upon the leased premises.

That said lease shall be for the sole purposes of constructing and operating a skateboard park/outdoor ice rink.

The rent for the term of this lease shall be One and no/100 (\$1.00) Dollar.

The Lessor shall have no maintenance responsibilities regarding these premises and all maintenance responsibility shall be that of the Lessee.

The Lessee agrees to pay all utility bills for the leased premises and all other expenses attributable to the operation of the skateboard park/outdoor ice rink.

The Lessee agrees to indemnify and hold the Lessor harmless from any and all liabilities arising out of the operation of the skateboard park/outdoor ice rink and any activities arising thereon. That to support this contractual liability, the Lessee shall list the Lessor as an additional named insured on its liability policy and shall annually provide a certificate showing said coverage. As long as the Lessee performs all of the covenants and conditions of this lease and abides by the rules, they shall have peaceful and quiet enjoyment of the premises for the term of this lease.

IN WITNESS WHEREOF, The parties have hereto set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 2001.

INDEPENDENT SCHOOL  
DISTRICT NO. 108

By: \_\_\_\_\_  
Chairman

By: \_\_\_\_\_  
Superintendent

CITY OF NYA

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Administrator

COUNTY OF CARVER )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2001, by Stan Werner and John Landgaard, the Chairman and the Superintendent of Independent School District No. 108, a body politic under the laws of Minnesota, on behalf of the body politic.

COUNTY OF CARVER )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2001, by Michael McPadden and Tom Simmons, the Mayor and the City Administrator of the City of Norwood Young America, a body politic under the laws of Minnesota, on behalf of the body politic.

**Norwood Young America City Council Meeting Minutes**  
**July 9, 2001**

**CALL MEETING TO ORDER**

Meeting was called to order at 7:30 p.m. by Mayor Michael McPadden.

*Council Present:* Council members Dorothy Bohnen, Robert Saarloos, Michael McPadden, LaVonne Kroells, Mary Spille.

*City Staff Present:* City Administrator Thomas Simmons, Community Development Director Thomas Terry.

*Also Present:* Times Reporter Margaret Lemke, James and Ally Clark, Leon and Debbie Lenz, Stan and Lois Schultz, Paul Schwichtenberg, Buzz Jonason, Todd and Marcy Schultz, Kris Kroells, Jay Jasper and Greg Johnson, and Cara Otto from Otto and Associates.

**ADOPT AGENDA**

Two changes were made to the agenda, 1) Authorization for Plans and Specs and Bids for City Hall Elevator to Community Development Director Report 2) Lease Agreement with School District 108 for Skateboard Park to City Administrator Report.

- ❖ **Motion:** DB/RS; all in favor, to adopt agenda as amended.

**CITY CLERK/TREASURER REPORT – Prepared by Susan Iverson**  
**Minutes**

- ❖ **Motion:** BS/MS; all in favor, to approve 6/25/01 EDC and Council Joint Workshop minutes.
- ❖ **Motion:** MS/DB; all in favor, to approve 6/25/01 City Council minutes with noted correction.

**Payment of Claims**

- ❖ **Motion:** RS/DB; all in favor, to approve payment of prepaid claims #2000-2029; #6433-6445 totaling \$20,476.73; and claims pending #6645-6676 totaling \$29,294.75 for a combined total of \$49,771.48.

**Stiftungsfest, Inc. Application for Exempt Gambling Permit**

- ❖ **Motion:** LK/RS; all in favor, to approve the Stiftungsfest, Inc application for Exempt Permit (LG220) to conduct raffles on August 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>, 2001 and waive the 30 day waiting period in order to allow the Gambling Board to issue the exempt permit immediately.

**Knights of Columbus Application to Conduct Excluded Bingo - Stiftungsfest**

- ❖ **Motion:** MS/LK; all in favor, to approve the Knights of Columbus application to Conduct Excluded Bingo (LG240B) on August 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>, 2001.

**PUBLIC COMMENT**

None.

**COMMUNITY DEVELOPMENT DIRECTOR REPORT- Thomas Terry**

**Preliminary Plan – Jasper Development**

- ❖ **Motion:** RS/MS; ayes - McPadden, Saarloos, Spille, Kroells, nay – Bohnen, motion carried to approve the preliminary plan of Jasper Development for the proposed Serenity Pointe Development with the following four conditions:

- 1. The City and the Developer entering into an acceptable development agreement inclusive of the installation of and payment for public utilities and roadways, land dedication requirements, and also third party easements and rights-of-way.
- 2. Maintaining a 50' setback from the proposed County Road 134 right-of-way.
- 3. Maintaining a one-rod (16'6") setback from the OHWL of the adjacent wetland.
- 4. Maintaining a 35' structure setback from the OHWL of the adjacent wetland.

### **Stockman Trucking**

Council was updated on the enforcement actions that are proceeding against Stockman Trucking. History on the violations and the situation were also discussed with the council.

### **Small Business Development Loan – Steve Curfman**

- ❖ **Motion:** DB/MS; all in favor, to adopt Resolution 2001-38, a resolution approving a Small Business Development Loan for Central Auto, subject to the stated terms and conditions.

### **City Hall Elevator**

- ❖ **Motion:** LK/DB; all in favor, to authorize plans and specifications and let bids for the elevator at city hall.

### **CITY ADMINISTRATOR REPORT – Thomas Simmons**

#### **Council Meeting Date Change**

- ❖ **Motion:** DB/RS, all in favor, to change the regularly scheduled council meeting from August 27<sup>th</sup> to August 28<sup>th</sup>, 2001.

#### **Parking Ordinance Change**

A possible change to the parking ordinance (changing 3 hours to 2 hours) on Union, Morse and Elm Streets were discussed. The council decided not to make any changes, but to use special police contract hours to monitor the parking and enforce the current parking restrictions on these streets.

#### **Long Range Planning Workshop**

The date has been set for the workshop for Monday, August 6, 2001, from 3 p.m. to 7 p.m. at Richard's On Main.

#### **Budget Workshop Date**

The date for the Budget Workshop will be Thursday, August 30, 2001 at 6:00 p.m.

#### **Lease Agreement with Independent School District 108 – Skateboard Park**

- ❖ **Motion:** DB/LK; all in favor, to authorize the Mayor and City Administrator to sign a lease agreement with Independent School District #108 for land to be leased from the school district by the city for the purpose of a skateboard park/outdoor ice rink.

### **COUNCIL MEMBER REPORTS**

The members of the City Council provided reports on various issues.

### **ADJOURNMENT**

- ❖ **Motion:** DB/LK; all in favor, to adjourn at 9:05 p.m.

Respectfully Submitted,



Susan Iverson  
City Clerk/Treasurer

**Skate Park Expenses  
September 24, 2001**

<b>D-4 Rental</b>	<b>\$ 506</b>
<b>Ramps</b>	<b>16,964</b>
<b>Bituminous Surface</b>	<b>7,900</b>
<b>Base Material</b>	<b>2,556</b>
<b>Hauling of Stumps</b>	<b><u>1,312</u></b>
	<b>\$29,238</b>

**Revenues**

<b>City Funds</b>	<b>\$27,000</b>
<b>VFW</b>	<b>4,870</b>
<b>Legion</b>	<b><u>1,000</u></b>
	<b>\$32,870</b>