



NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION

Tuesday, September 19, 2023 – 5:30pm

City Hall Council Chambers, 310 Elm Street West

AGENDA

Brooke
Allen

1. **Call to Order**
 - A. Pledge of Allegiance

Sharilyn
Feltmann

2. **Adoption of Agenda**

Bill
Grundahl

3. **Approve Minutes**
 - A. August 15, 2023, Parks & Recreation Meeting

Karla
Hormann

4. **Introductions, Presentations, and Public Comment**

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

Bryan
Rehnelt

Dan
Stender

5. **New Business**

- A. Willkommen Memorial Baseball Park – Fencing project – Brandon Stender
- B. NYA Sports Complex Zellmann Field – Light Pole project – Charlie Storms

Jim
Zellmann

Comm ED
(ad hoc)

6. **Old Business/Updates**
 - A. Old Town Update
 - B. All Park Assessment Update – Casper Park
 - C. 2024 Goals

7. **Commission Updates**

8. **Upcoming Meeting** - Next P&R meeting – 5:30pm, October 17, 2023

9. **Adjournment**

Upcoming City Meetings/Events:

September 21	Sr. Advisory	9:00 AM
September 25	City Council Workshop/EDA/Council Meeting	5:00 PM/6:00 PM
October 3	Planning & Zoning	6:00 PM
October 10	City Council Meeting	6:00 PM (Tuesday night meeting)
October 11	Economic Development Commission Meeting	6:00 PM
October 17	Park and Recreation Commission Meeting	5:15 PM
October 19	Sr. Advisory	9:00 AM
October 23	City Council Workshop/EDA/Council Meeting	5:00 PM/6:00 PM
October 23-27	Manufacturers Week in the City of NYA!	

NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION

Tuesday, August 15, 2023 – 5:15pm

City Hall Council Chambers, 310 Elm Street West

Minutes

Members present: Dan Stender, Jim Zellmann, Karla Hormann, Sharilyn Feltmann, Bill Grundahl, Brooke Allen

Members absent: Bryan Rehnalt

Staff present: Community & Economic Dev Director Karen Hallquist

Others: Brooke Raeather (Dist 108 Comm Ed)

1. Call to Order

called the meeting to order at 5:15 p.m.

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

2. Adoption of Agenda

Motion: BG/DS to adopt the agenda as written. Motion passed 6-0.

3. Approve Minutes

A. ~~May 16, 2023~~, June 20, 2023, Parks & Recreation Meeting

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

4. Introductions, Presentations, and Public Comment – Hallquist welcomed the new District 108 Community Ed representative Brooke Raether.

5. New Business

A. National Fitness Campaign Presentation

Hallquist shared information on a new campaign for good health by Blue Cross Blue Shield of MN. BCBS partnered with the National Fitness Campaign to bring ten (10) Fitness Courts to MN each year starting in 2024. These are open-air courts with circuit equipment. Staff viewed a demo for the program as attached in the packet.

Highlights include:

- Fitness courts are made of the same materials as playground equipment, so it is weather resistant.
- The Fitness courts are ageless – anyone can use them.
- NFC offers an app that offers guidance to those who want to use it as an exercise regimen.
- NFC makes a large production of the planning, installation, and marketing of each project to bring attention to the community and beyond.
- The Fitness Courts are a new “niche” which draws people to the community.
- BCBS and NFC offer grants up to \$75,000 (includes structure and artwork)
- City fund commitments can be a range of \$135,000-177,000
- Potential for outside sponsorship opportunities – SHIP, local clinics, etc.

Commissioners agreed to keep this idea on the “back burner” for a future project. Because facilities like this are limited, it would not only be an amenity to the community but also a tourism draw for visitors.

B. 2023 Goals Review & 2024 Goals Proposed

Commissioners reviewed the 2023 Goals which had the following three items still in progress:

- Research/development of Outlot A
- Completion of Old Town
- Continuing the All- Park Assessment

Discussion on some proposed additions for 2024 included:

- Research/install disc golf to add to Prairieawn Park
- Research adding additional touches to the mural at Willkommen Memorial Park

Commissioners agreed that the Old Town project has limited their funding other projects, however, it is near completion and can plan for future projects starting in 2025. Hallquist shared larger future projects that have been submitted to the City Council to add to the Capital Improvement Plan (CIP):

- Outlot A completion
- Tennis Courts at Friendship Park
- Playground replacement every four (4) years starting in 2027
- Concrete the hockey rink (boards were replaced not long ago – they just need paint)
- New signage at NYA Sports Complex and South Park

6. Old Business/Updates

A. Old Town Update

Hallquist shared that at the next Council meeting, Old Town will be talked about again and voted on whether to pursue the project or not. YA Cardinals and Stiftungsfest representatives will be there to commit to helping ask for donations and pledge money to the project.

B. All Park Assessment Update

Hallquist shared that City Staff has been working on maintenance projects at all of the parks. One large task completed was new mulch and border at NYA Sports Complex Lions playground. Staff is working on calculating the use zones of the other playgrounds for new mulch and borders as well. Staff will bring information on Casper Park at the next meeting.

C. Tree Program

Hallquist reported that the Memorial Tree Program brochure was updated to include:

- Offering four types of trees (Maple, Crabapple, Oak, or Evergreen) for a price of \$400 which includes the tree, memorial certificate, delivery and planting.
- Trees will be planted in the spring and fall. Donators will be notified of the date of the planting.
- Donators have the option of selected parks to plant the tree, with reserving NYA Legion Park and Veteran's Park for those honoring a veteran.
- Donators have an option of purchasing a "Tree Hugger Plaque" for an additional cost of \$54.95. The Tree Hugger Plaque is made of stainless steel - it will not rust and can be engraved with up to 5 lines of 35 characters each. The plaque comes with a small or large spring encased in plastic to protect and grow with the tree. The city holds no liability for the plaque.

Motion by DS/SF to recommend approval of the Memorial Tree Program to the City Council. Motion passed 6-0.

7. Commission Updates - na

8. Upcoming Meetings - Next P&R meeting – 5:15pm, September 19, 2023

9. Adjournment

Motion: DS/JZ to adjourn at 6:22 p.m. Motion passed 6-0.

Submitted by:

Karen Hallquist, Community & Economic Development Director



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: September 19, 2023

RE: Willkommen Memorial Baseball Park Fencing Project

Brandon Stender, representative from the Young America Cardinals, will be presenting information on the fencing project.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: September 19, 2023

RE: NYA Sports Complex Zellmann Field - Light Pole Project

Administrative staff was provided two bids from Council Member Charlie Storms in August 2023 for the sandblasting and painting of eight (8) light poles located at the NYA Sports Complex Zellmann Field. The NYA City Council added this project to the Capital Improvement Fund project list in August 2023 as a future project to be funded in 2025. Council Member Storms will be presenting information at the meeting about the proposed project as he is requesting the project be moved up to 2024.

Bids are attached as follows:

Bid #1	
Hanson's Painting & Repairs	\$88,000
Bid #2	
M. Carlson Painting	\$43,239
Clean N Seal Inc.	\$29,440
	\$72,689

Recommended Motion

Discussion Only

Bid # 1

Hanson's Painting & Repairs	\$88,000.00
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Bid # 2

M . Carlson Painting	\$43,249.00
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Clean N Seal Inc.	\$29,440.00
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	\$72,689.00
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Hanson's Painting & Repairs, Inc.

14880 50th St
Mayer, MN 55360
+1 6123099533
hpr.adam@gmail.com



Estimate

ADDRESS

Norwood Ballpark
417 Elm ST West
Norwood Young America, mn
55368

ESTIMATE # 2023-11095**DATE 08/14/2023**

	DESCRIPTION	AMOUNT
High Work	<p>Preliminary estimate to sandblast and paint eight light poles.</p> <p>There is an extensive amount of time and labor in preparation of the work area to accommodate lifts and heavy equipment required to do the job.</p> <p>We would use black diamond sand for the sandblasting portion. This is eco friendly.</p> <p>We would put drop cloths and tarps to catch as much of the falling debris as possible. The remaining bits would be miniscule and insignificant.</p> <p>After sandblasting we would have to immediately coat the bare metal to ensure a solid bond to clean material.</p> <p>This means we would spend the first half the day sandblasting as much is possible, the second half of the day applying the primer coat.</p> <p>We would have to bring in an 85 foot lift using swamp pads to protect the grounds and plywood to minimize the impact.</p> <p>We would start the paint process below the Light basket and paint the Metal pole only.</p> <p>The baskets are hot dipped and galvanized. This does not require an additional coat.</p> <p>My company is equipped and capable of doing all high work and labor. I would be renting equipment from Hanson sandblasting my cousin.</p> <p>We would be using rust oleum 9100. A proxy finish color yet to be decided.</p> <p>The estimated cost at the minimum would be \$9000-\$13,000 per tower.</p> <p>There are just too many moving parts on this particular job to give you a solid estimate until we can get out there and do some testing.</p> <p>This estimate reflects the highest quality work done by the highest quality workers for a fair price.</p> <p>I will track all of our time and material and the final price will reflect our true hours and material price.</p>	88,000.00

This is your estimate for work to be completed. Please call Adam at 612-309-9533 if you have any questions.

TOTAL**\$88,000.00**

Jeff Anderson

☎ (612) 477-0190

🏢 M. Carlson Painting

✉ jeff@mcarlsonpainting.com

📍 3496 Shoreline Drive, Wayzata,
MN 55391, US

License Number CR-638264



<http://mcarlsonpainting.com/>

Charlie Storms - #99350

Date: 08/18/2023

Proposal Number: 99350

NYA Sports Complex

👤 Charlie Storms

☎ (612) 270-6997

✉ jeff@mcarlsonpainting.com

📍 417 Elm St W, Norwood Young
America, MN 55368

#1 GENERAL DESCRIPTION OF WORK

Exterior Painting/Staining: See details below

All items must be removed from work areas prior to us beginning. If there are items that must be removed for us to paint, there will be an additional hourly charge (\$60.00 per team member) for us to do so. All trees, branches, bushes, etc need to be trimmed back in order for our painters to work on those areas of the home.

Lead Disclaimer: On or after April 22, 2010, firms working in pre-1978 homes and child-occupied facilities must be certified and use lead-safe work practices during renovations. All homes pre-1978 are to be assumed that lead is present and must be tested. There will be an additional charge for Lead Safe Practices and Disposal.

Warranty: [Access our warranty by clicking here.](#)

M. Carlson Painting does not offer any electrical services from our painting Crews. This requires Proper Licensure and should be carried out by professional Electricians.

Description	Notes
Prime and Paint 8 Light Poles	Apply one coat of 9100 two-part epoxy mastic primer Apply one coat of 9800 DTM Urethane Mastic top coat. (1) 120' Boom lift included \$42,569.00

#2 PREPARATION

Thoroughly prepare all substrates to be painted.

#3 WORK TO BE PERFORMED

Thoroughly apply two (2) top coats of paint and/or stain to areas listed below. Our application process consists of spraying the first coat then back brushing or rolling. We then spray the second coat and back brush or back roll depending on the surface.

#4 MATERIALS TO BE USED

Description	Notes
Brand of Paint	Rust-Oleum
Product Name	9100 DTM Epoxy Mastic Primer 9800 DTM Urethane Mastic Top Coat
Paint Sheen/ Gloss Level	TBD

#5 CLEAN UP

Maintain a safe, clean and tidy job site daily. Ensure that the job site is thoroughly clean, including removing garbage, debris, and all other materials upon completion of the project.

#6 PAYMENT SCHEDULE

An additional, three percent (3%) fee applies to all credit card transactions. Three percent (3%) fee cannot be waived or refunded. To avoid the 3% fee, we gladly accept CHECKS.

Warranty: Three-year written warranty included on labor. Product warranty provided by the manufacturer. **NO WARRANTY ON DECKS**

Package Price: Estimates are all-inclusive. No line item can be removed without the possibility of a cost increase in other areas.

Total Price: Includes all labor, paint/stain/sealer/primer, soft materials, one (1) body color, one (1) trim color, removal/recycling of trash, pre and post walkthrough, taxes, and necessary insurance.

DOES NOT INCLUDE REPAIRS AND/OR REPLACEMENT OF DAMAGED AREAS. ADDITIONAL COATS, COLORS, DEEP BASE COLORS, AND TRIM WILL BE AN ADDITIONAL COST

Description	Notes
Deposit due at time of signing	Please sign and return this estimate with a check for \$750.00 to lock in pricing and to get on 2024 spring schedule. Remaining 50% due deposit will be due in spring prior to our arrival.
Amount due upon completion	Remaining balance
All paint, labor, and materials	\$43,249.00



Clean 'N Seal Inc.

Po Box 150 | Carver, MN 55315
9523939588 | cleannsealteam.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Media Blast	Light poles - qty 8. 80' in height. 1. Poly/tarp off concession stand roof to protect from debris. 2. Remove ladders from poles. 3. Abrasive blast light poles to remove failing paint. Profile metal to promote adhesion with new paint coating. 4. Blow blasting debris & paint on ground and surrounding structures to disperse in grass etc. Debris will still be visible. ** Price assumes paint is lead free. ** Price assumes light poles are 80' tall. Additional height may increase the invoice. ** Mill scale removal is extra, if located. ** 120' lift with jib to be provided by painter at no cost to Clean 'N Seal. ** Blasting of poles terminates at bottom of cage/basket around lights. ** Speakers to be removed from poles by other. ** Turf and/or irrigation repairs from aerial lift not included.	1	\$29,440.00	\$29,440.00*
				Not included
Media Blast	Option to abrasive blast ladder sections (qty. 5 per pole, 40 ladder sections total) This will only be charged if blasting the ladders is needed.	1	\$3,450.00	\$3,450.00*
				Not included
Credit Card Fee	4% processing fee for credit card payments. Please select this line item if paying by credit card. If paid by credit card and this line item is not selected, another invoice will be sent for the processing fee.	1	\$1,177.60	\$1,177.60*

A deposit of \$14,720.00 will be required to begin.

Total

\$29,440.00

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.



TO: NYA Parks & Recreation Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: September 19, 2023

RE: Old Town Update

The contract with RAM General Contracting started on August 30, 2023, with a completion date no later than June 30, 2024. Best case scenario of demo and framing yet this fall, interior work over winter, and completion in spring 2024. Staff met with RAM this week. RAM will notify the city of the exact date to do a groundbreaking ceremony. This date will be the end of September.

Information Only.



TO: NYA Parks & Recreation Commission

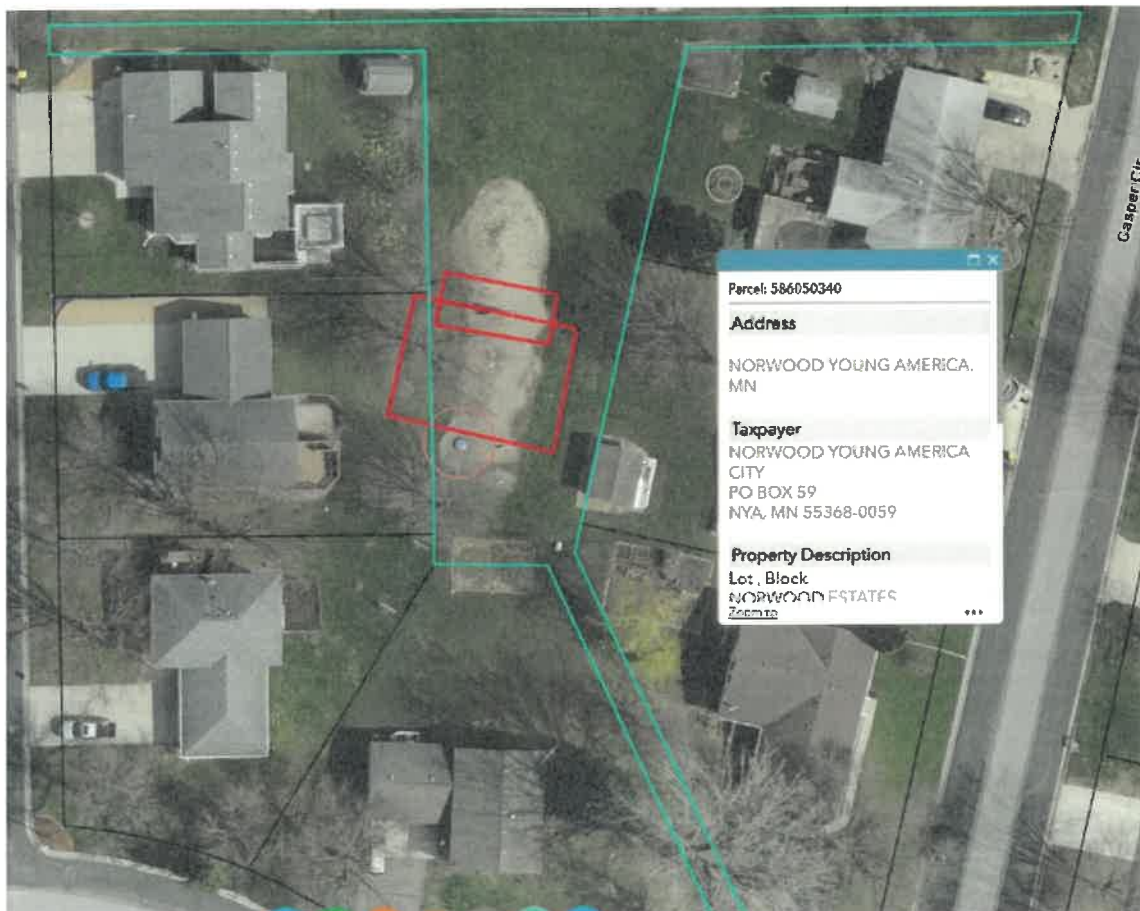
FROM: Karen Hallquist, Community & Economic Development Director

DATE: September 19, 2023

RE: All-Park Assessment Update – Casper Park

The “use zone” is defined as *“the surface under and around the equipment onto which a child accidentally falling from or exiting from the equipment would be expected to land.”* The following standards were suggested to the City of NYA by the League of MN Cities (Parks and Recreation Loss Control Guide and Public Playground Safety Handbook) to calculate the playground use zones at Casper Park:

- Use zones should extend at least 6 ft in all directions from the edge of stationary equipment.
- Use zones should have soft landing material and be free from other obstacles or equipment.
- The use zone for a swing should extend two times the height of the pivot or swing hanger in front of and behind the swing seats.



Casper Park Use Zone

- Swing Use Zone requires 40 ft front to back, 44 ft side to side = 1760 sf
 - There is only 12.5 ft from the swing swivel point to the property line, leaving 7.5 ft short of the required 20 ft behind the swings for the safe use zone.

- Slide Use Zone requires 24 ft front to back and 14 ft wide = 336 sf
- Twirly Toy Use Zone requires approx. 220 sf around the toy = 220 sf
- Two Spring Toys have been removed due to “pinch-points”
- Total square footage of use zone for Casper Park = approx. 2,300 sf

(use zones shown as approximates on map)

Based on the use zone results, there is not an acceptable amount of city-owned space to accommodate the use zone requirements as it impedes private property.

According to the Public Playground Safety Handbook, pea gravel is an acceptable surface impact material, however, the LMC representative suggested reevaluating the material used when correcting the use zones. Staff researched the cost of complete replacement of the surface impact material (2,300 sf) to playground certified mulch and border.

- Playground certified mulch (12” base) \$2,300
- Plastic border \$1,300
- Plus cost of disposal current material

The LMC representative also commented on the rusted hinges on the swing set and the large spaces between rails, platforms and limited rails on the slide which could result in a falling incident.

Staff is recommending Commissioners to take the next steps to decommission Casper Park based on the research provided for the required use zone, expense of fixing or replacing equipment, and lack of public use due to inaccessibility. The next steps would include collecting information from the city attorney on options available for the land after the decommissioning, bringing information to the City Council for discussion and eventually holding a public hearing.

Discussion Only



Norwood Young America Parks & Recreation Commission 2024 Goals

The NYA Parks & Recreation Commission has proposed the following goals for 2024:

1. Create opportunities for new park amenities

- a. Research/develop a plan for Outlot A including dog park
 - i. Work with Bolton & Menk to develop a formal design/layout plan
 - ii. Work with DNR on grant opportunities
- b. Complete the “new” Old Town Project
 - i. Organize a ribbon cutting to celebrate the project
- c. Research/install disc golf to add to Prairie Dawn Park
- d. Research additions to Willkommen Memorial Park Mural
- e. Host an Arbor Day event

2. Assess current park amenities and develop a plan to maintain the safety of equipment and surroundings

- a. Continue All-Park Assessment
 - i. Organize a commissioner tour of the parks
 - ii. Assess potential removal of Casper, Kehrner, and South Park playgrounds
- b. Improve on health and safety issues at West Carver Community Pool per MN Dept of Health (ARPA Funds)
 - i. Replace entrance/exit doors
 - ii. Replace flooring
 - iii. Increase size of equipment room

Recommended Motion:

Motion to recommend approval of the proposed 2024 Goals for the NYA Parks & Recreation Commission.

Long-term goals include:

- Outlot A completion
- Tennis Courts at Friendship Park
- 2027 new playground at Willkommen Park
- Concrete South Park hockey rink – with pickle ball striping for off season use
- New signage at NYA Sports Complex
- Signage at South Park
- Concrete replacement for basketball courts
- National Fitness Campaign exercise court (TBD)