

Agenda Packet

NORFOLK PARKS BOARD MEETING

Thursday, July 20, 2023
5:00 p.m.

Created 7/14/2023 12:54 PM

**NOTICE OF MEETING
CITY OF NORFOLK, NEBRASKA**

NOTICE IS HEREBY GIVEN that a meeting of the Norfolk Parks Board of the City of Norfolk, Nebraska, will be held at 5:00 p.m. on Thursday, July 20, 2023, in the Council Chambers, 309 N. 5th Street, which meeting will be open to the public.

An agenda for such meeting, kept continually current, is available at the City of Norfolk Administration Building, located at 309 N 5th Street, Norfolk, Nebraska during normal business hours.

AGENDA
NORFOLK PARKS BOARD MEETING

July 20, 2023

CALL TO ORDER

1. 5:00 p.m. Call meeting to order.
2. Inform the public about the location of the Open Meetings Act posted in the Council Chambers and accessible to members of the public
3. Roll call.

CURRENT BUSINESS

- | | |
|---|------------------------|
| 4. Approval of full agenda. | Motion |
| 5. Consideration of approval of the minutes of the June 22, 2023 Parks Board meeting. | Motion |
| 6. Request to approve the landscape design for the 1st and Braasch roundabout. | Motion |
| 7. Request to review and determine the future direction of the Trail Advisory Board. | Motion |
| 8. Discussion for the proposed Parks and Recreation fees. | Discussion Only |

OTHER BUSINESS

9. Monthly Supervisor reports.
10. Open topics on any concerns the Board has towards current and future planning for the City Parks and public comment period. No action can be taken.
11. Adjourn.



Parks and Rec Board Meeting Minutes

Thursday, June 22, 2023
5:30 p.m.
City Council Chambers

The meeting was called to order at 5:30 p.m. Roll call found the following members present: Ann Dover, Patrick Gerhart, Jerrett Mills, Terry Rasmussen, Melissa Temple, Austin Truex, and Becki Wulf. Absent: Angie Bailey and Bill Robinson.

City staff present: Parks & Rec Director Nathan Powell, Parks Supervisor Mike Leise, Interim Sports Complex Supervisor, Ryan Beed, Parks & Rec Admin Assistant Jen Olson

Wulf moved, seconded by Rasmussen to approve the June 22, 2023, agenda. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Bylaws reviewed and discussed. Powell read aloud and explained parts of the bylaws, then answered questions. Truex made a motion, seconded by Wulf, to approve the Parks and Recreation Board Bylaws. Nays: None. Absent: Bailey and Robinson.

The floor was opened for election of officers:

Mills nominated Ann Dover to serve as Secretary. Gerhart made a motion, seconded by Temple, to approve Ann Dover as Parks & Rec Board Secretary. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Mills nominated Melissa Temple to serve as Vice President. Truex made a motion, seconded by Rasmussen, to approve Melissa Temple as the Parks & Rec Board Vice President. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Wulf nominated Jerrett Mills to serve as President. Wulf made a motion, seconded by Rasmussen to approve Jerrett Mills as the Parks & Rec Board President. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Beed reported past, current, and future projects that they are working on at Ta-Ha-Zouka Park. Ta-Ha-Zouka bridge, dog park, irrigating south dog park, field maintenance, campground maintenance, tree

maintenance, fountain repair at Ta-Ha-Zouka – Powell reported that he has requested dollars to be allocated for that in his budget and will report back if that gets approved. Wulf asked when that would get fixed if we would have to wait a year. Powell answered that work could start in October.

Leise reported past, current, and future projects they are working on at Skyview and the other City parks in Norfolk. Watering trees, removing equipment at Liberty Bell in preparation for the new equipment slated to come in the second week of August, and preparing for Big Bang Boom and Music Concert Series.

Mills asked about the low water level at Skyview. Powell responded and explained they are hiring a firm to repair the system, will need to do a clean out and a bowl assembly.

Mills commended the Division on the planting of trees in the community. Leise reported 2017-2020 planted 272 trees, 2021 planted 34 trees, 2022 planted 72 trees, 2023 so far planted up to 30 trees.

Mills asked about campground and cabin rental numbers. Beed responded that the campground is full every weekend and very busy during the week. Especially during softball tournaments.

Mills asked about Memorial Field topdressing. Beed explained they have been out there maintaining it and they have a new fairway mower.

Truex asked about the former baskets at Skyview. Leise explained they were given to the town Verdigre.

Powell provided the recreation report to the Board. Different rec programs, events, tournaments, swim lesson numbers, Briggs and Barrett donating a reflection garden for Winter Park, two heaters at AquaVenture, and one went out right before the pool opened so that is in the process of getting replaced, playground donation for Liberty Bell from Premier Marketing and Integrity Group, and updated AV hours for July 3 and 4.

Powell reported Admin items to the Board. Master Plan, ribbon cutting for the Warren Cook Storybook Trail, sent out for nominations for the Green Leaf Award, budget process is going on internally, sidewalk completed at Skyview Park parking lot, curb and gutter at Liberty Bell completed, AV Octopus dump bucket feature postponed to replace the heater, skate park agreement approved to install the pump track, completed agreement with the NPS and NECC, special Parks board meeting August 22 for the Master Plan, the 23rd will have a public open house. Requests from citizens from the last month were to have Johnson Park bathrooms open longer and staff responded and the bathrooms are open until 10:30 p.m., mosquitoes at Ta-Ha and staff responded and will be fogging, benches and trash cans downtown staff will be talking with the DNA and VPD regarding this request.

Mills asked about the Johnson Park progress. Powell explained the grading was just awarded at the last Council meeting. The 29th the ice arena and fountain bid will be closed. Would like to have ice skating this winter. The rink will be a refrigerated system so hopefully can go Thanksgiving to March with consistent ice.

Rasmussen asked if the river was going to flow this summer. Powell responded that we went down to seven features to create a surf feature and that is why the river opening is delayed. Discussion still taking place on when the river will open back up. Mills asked about life jackets. Powell explained they would be provided and promoted, but it is not a requirement.

Truex asked about wayfinding and historical panels. Powell explained he is trying to secure funding now and hoping to use grants for the majority of funding.

Rasmussen asked about more trash cans at the events and Leise explained they did receive a request and extra cans were provided. Temple asked about recycling. Leise explained there are not any recycling cans.

Temple asked about additional lighting in the Parks and if that was something on our radar. Powell said yes, Johnson Park, Warren Cook, and Skate Park are all lighting projects currently going on.

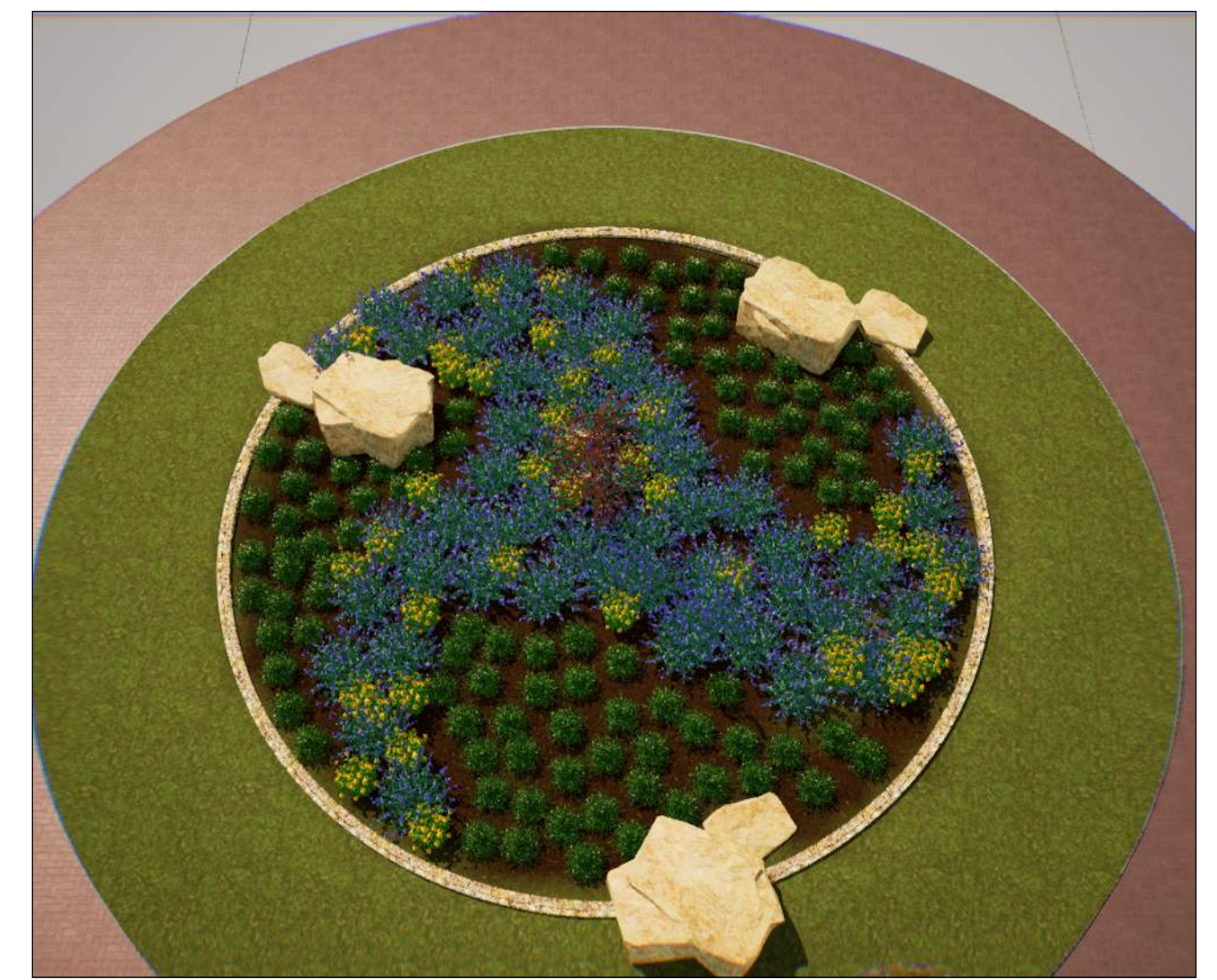
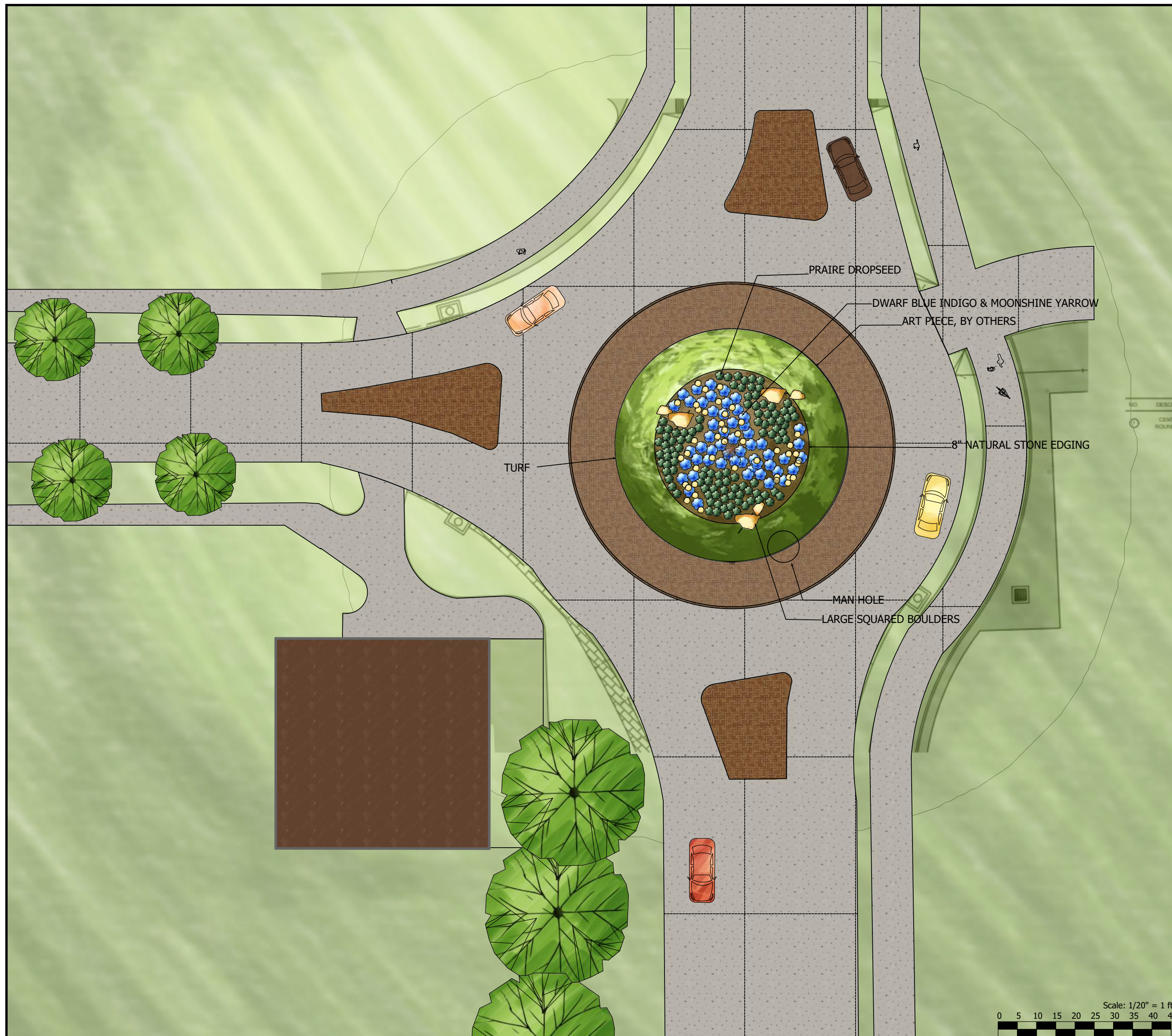
Board discussed meeting date and time. Determined that 5:00 p.m. would be a better time to meet.

Motion made to change the meeting time from 5:30 p.m. to 5:00 p.m. for all future Parks and Recreation Board meetings. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Mills motioned to adjourn the meeting at 6:24 p.m., Wulf seconded. Roll call: Ayes: Dover, Gerhart, Mills, Rasmussen, Temple, Truex, and Wulf. Nays: None. Absent: Bailey and Robinson.

Next meeting will be on July 20, 2023, 5:00 p.m. in the City Council Chambers at 309 N 5th Street, Norfolk, NE.

Minutes recorded and taken by Jennifer Olson, Parks and Recreation Administrative Assistant.



DWARF BLUE INDIGO



MOONSHINE YARROW

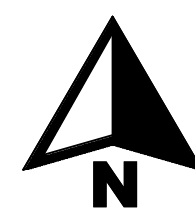
PRAIRIE DROPSEED

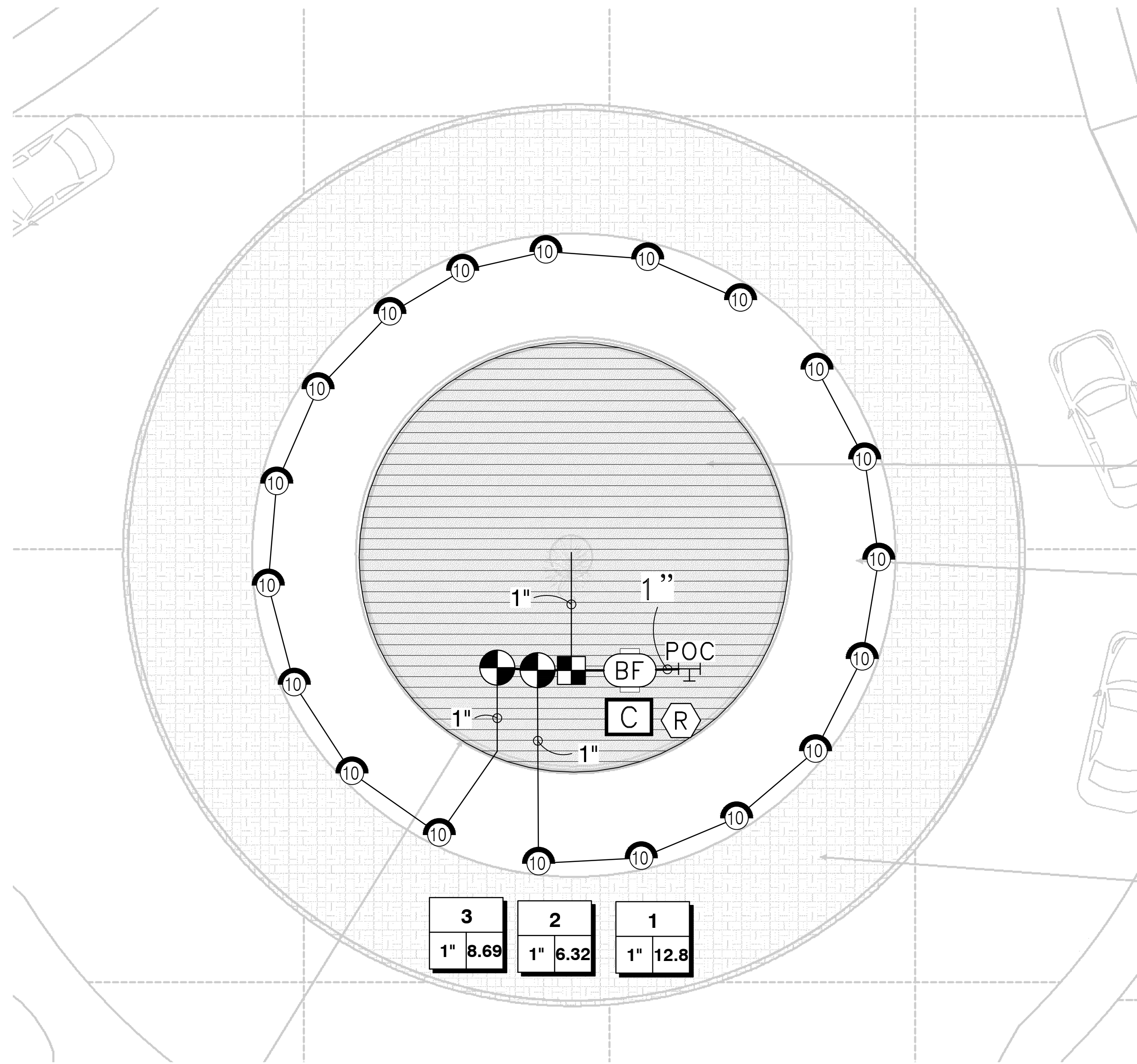


ROCK OPTION



FIRST STREET / ROUNDABOUT
NORFOLK NE





IRRIGATION SCHEDULE OPTION 2

SYMBOL	MANUFACTURER/MODEL	QTY	ARC	PSI	RADIUS
	Rain Bird 1804 10H	19	180	30	10'
	Rain Bird XCZ-100-PRF 1"	1			
	Area to Receive Dripline Rain Bird XFD-06-12	1,284 l.f.			
	Rain Bird DV 1"	2			
	Febco 825Y 1" (By Others)	1			
	Rain Bird ESPLXME2	1			
	Irritrol RS1000	1			
	Point of Connection 2"	1			
	Irrigation Lateral Line: Polyethylene Pipe SDR-7 1"	218.3 l.f.			
	Irrigation Mainline: PVC Schedule 40 1"	18.1 l.f.			

Valve Callout	
	Valve Number
	Valve Flow
	Valve Size

IRRIGATION SPECIFICATIONS

- IRRIGATION POINT OF CONNECTION SHALL BE CAPABLE OF DELIVERING A VARIABLE FLOW RATE OF 12 GPM AT A CONSTANT PRESSURE OF 50 PSI DOWNSTREAM OF BACKFLOW PREVENTION DEVICE. POINT OF CONNECTION SHALL BE ABLE TO MAINTAIN THE MAXIMUM FLOW RATE AND PRESSURE FOR THE DURATION OF AN IRRIGATION CYCLE. CONTRACTOR SHALL VERIFY THESE PARAMETERS PRIOR TO CONSTRUCTION, AND NOTIFY OWNER'S REPRESENTATIVE AND IRRIGATION CONSULTANT IF THEY CANNOT BE MET.
- IF THE POINT OF CONNECTION EXCEEDS THE ABOVE PRESSURE REQUIREMENTS, A PRESSURE REGULATOR SHALL BE INSTALLED AT THE OWNER'S EXPENSE. PRESSURE REGULATOR SHALL BE SET AT THE PRESSURE RECOMMENDED ABOVE.
- AN PVB TYPE BACKFLOW PREVENTION DEVICE SHALL BE INSTALLED IN A MANNER SATISFYING LOCAL CODES AND MANUFACTURER'S RECOMMENDATIONS.
- POWER FOR THE IRRIGATION CONTROLLER, PUMP AND OTHER ELECTRICAL COMPONENTS SHALL BE PROVIDED BY OTHER. CONTRACTOR SHALL VERIFY POWER AVAILABLE MEETS THE REQUIREMENTS OF THE COMPONENT'S MANUFACTURER. IF POWER AVAILABLE IS INADEQUATE, CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION.
- IRRIGATION SYSTEM IS DISPLAYED SCHEMATIC IN NATURE. MINOR FIELD ADJUSTMENTS MAY BE NECESSARY TO ACCOMMODATE FOR LANDSCAPING CHANGES, PLANTING BEDS OR OTHER OBSTRUCTIONS. THESE ADJUSTMENTS MAY BE MADE ONLY AFTER NOTIFYING THE OWNER'S REPRESENTATIVE.
- SOME IRRIGATION COMPONENTS AND PIPING ARE SHOWN IN HARDSCAPE AREAS AND OUTSIDE OF PROPERTY LINES TO IMPROVE ON THE READABILITY OF THE IRRIGATION PLAN. ALL COMPONENTS AND PIPING SHALL BE INSTALLED INSIDE OF THE PROPERTY LINES AND OUTSIDE OF HARDSCAPE AREAS.
- MAINLINE, LATERALS AND CONTROL WIRES SHALL BE INSTALLED INSIDE THE SAME TRENCH WHENEVER POSSIBLE..
- SYSTEM TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
- CONTROLLER SHALL BE GROUNDED PER MANUFACTURER'S SPECIFICATIONS.
- ALL WIRE SHALL BE #18 DIRECT BURIAL U.F. MULTI-CABLE.
- ALL FIELD WIRE ABOVE GRADE OR WITHIN STRUCTURE TO BE INSTALLED IN CONDUIT PER LOCAL CODE.
- ALL UNDERGROUND SPLICES TO UTILIZE 3M DBY, OR KING WATER PROOF SPLICE KITS, DEPENDING ON NUMBER AND SIZE OF WIRES. ALL SPLICES SHALL BE MADE INSIDE A VALVE BOX.
- DEPTH OF IRRIGATION PIPING; 18" ON MAINLINE; 12" ON LATERALS.
- SLEEVING UNDER PAVED AREAS SHALL BE INSTALLED AT A DEPTH OF 24".

CRITICAL ANALYSIS

P.O.C. NUMBER: 01
Water Source Information:

FLOW AVAILABLE
Point of Connection Size: 2"
Flow Available: 83.32 GPM

PRESSURE AVAILABLE
Static Pressure at POC: 50 PSI
Pressure Available: 50 PSI

DESIGN ANALYSIS
Maximum Station Flow: 12.84 GPM
Flow Available at POC: 83.32 GPM
Residual Flow Available: 70.48 GPM

Design Pressure: 30 PSI
Friction Loss: 1.11 PSI
Fittings Loss: 0.11 PSI
Elevation Loss: 0 PSI
Loss through Valve: 3.8 PSI
Pressure Req. at Critical Station: 35.0 PSI
Loss for Fittings: 0.02 PSI
Loss for Main Line: 0.2 PSI
Loss for POC to Valve Elevation: 0 PSI
Loss for Backflow: 11.3 PSI
Critical Station Pressure at POC: 46.5 PSI
Pressure Available: 50 PSI
Residual Pressure Available: 3.47 PSI



Project Name :
**FIRST STREET /
ROUNDAABOUT OPTION #2**

Customer Name :

Design Date: 01/19/23

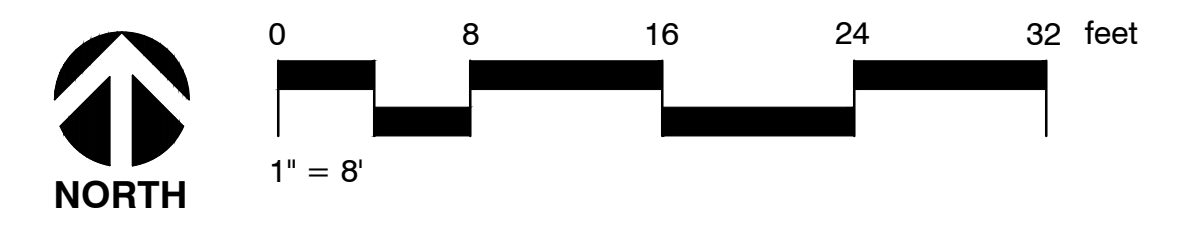
REVISIONS

Description

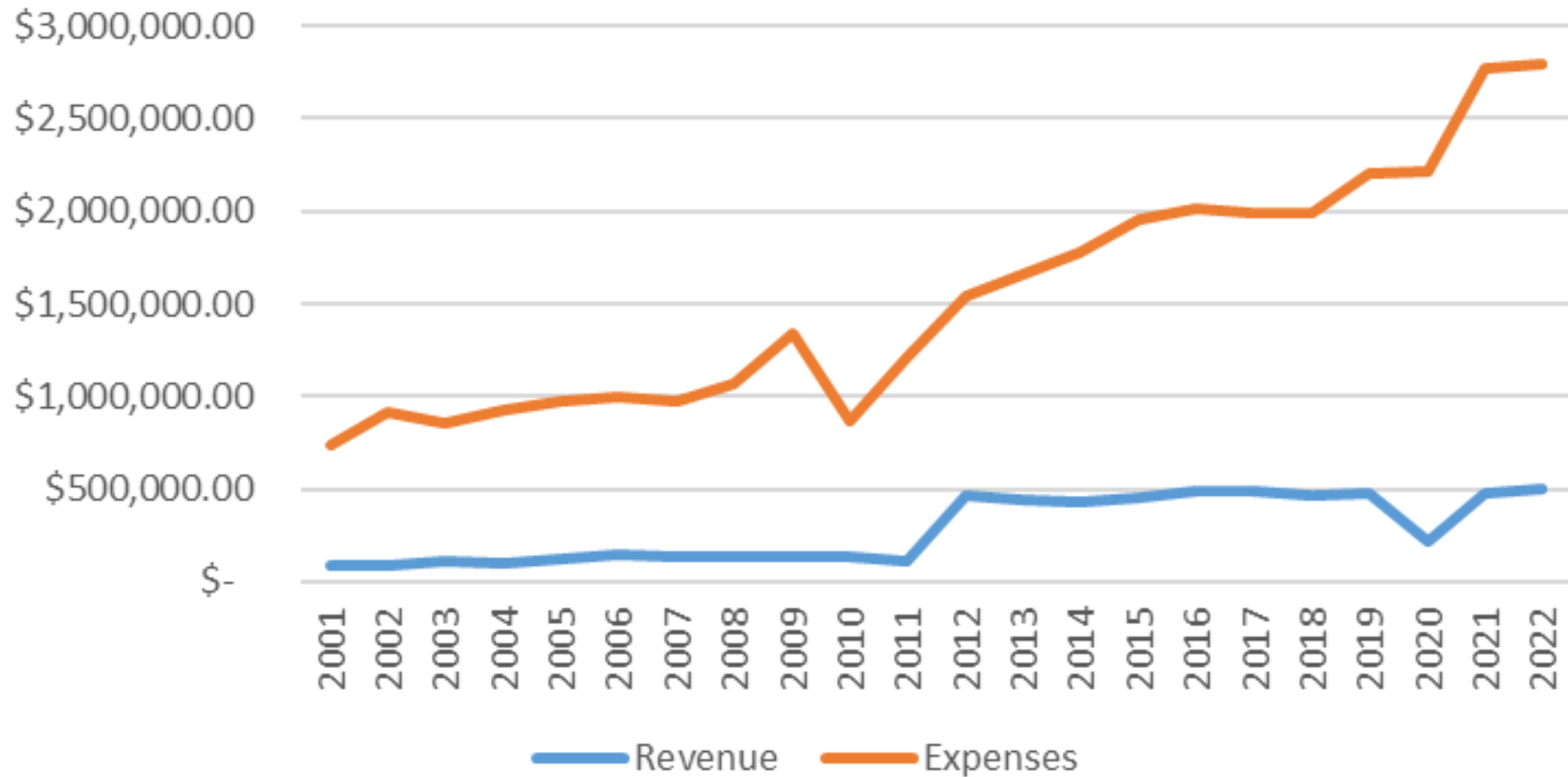
Drawing Title:
Irrigation Plan

Drawing Scale: 1" = 8'

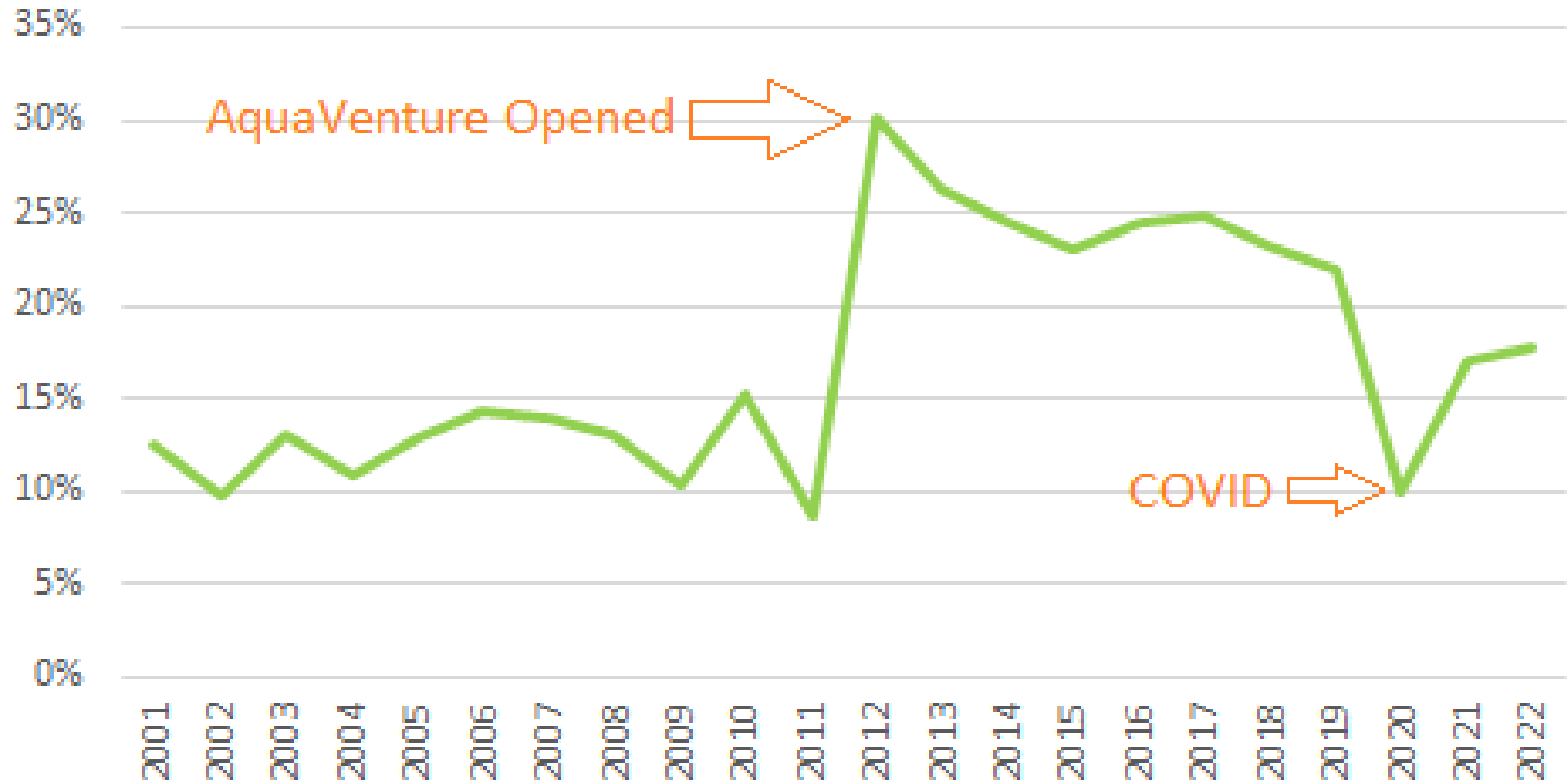
Project Number: 2300123



Parks & Recreation



Cost Recovery



Fee Comparison

City	Practice Fee (per athlete)	Softball/Baseball	Football/Artificial Turf Fields		Lights
Columbus	\$120 Team	\$15-\$55	\$200-\$800	Per Field/Per Day	Extra Cost
Fremont	N/A	\$11-\$43 Hour	\$54-\$182 (2 Hours)	Per Field/Per Hour	Extra Cost
Grand Island	\$20-\$150	\$16-\$120	\$120	Per Field/Per Day	Included
Norfolk (Local)	\$10	\$20	\$50	Per Field/Per Day	Included

Goals

- Set Fees Based on Cost Recovery Goals (e.g., 30%)
 - Offset the cost of operations
 - Cost recovery is about fees and lowering expenses through efficient operations
- Bring our fees up to comparable levels with other cities
- Simplify our fee structure
 - No need to have tournament and game fees when the game fee was included in practice fee
 - Allow associations to keep their gate fees to raise money to offset their costs

SPORTS FIELDS / TAHAZOUKA PROGRESS REPORT

FINISHED TAHA BRIDGE- REOPENED TO PUBLIC
MET WITH GAME AND PARKS TO DISCUSS LAKE VEGETATION – IMPLEMENT PLAN TO SPRAY
WORKED WITH MERIT MECHANICAL ON INSTALL OF HEATERS AT AQUAVENTURE
WORKED WITH MIKES CREW TO REMOVE EQUIPMENT FROM JOHNSON’S PARK
SPRAY NOXIOUS WEEDS AROUND PARK
CLEAN UP TREES REMOVED BY FISCHER TREE SERVICE
CLEAN UP BRANCHES AFTER LAST WIND STORM
DAILY BATHROOM CLEAN UP AND MAINTENANCE
DAILY FIELD PREPERATION FOR BASEBALL AND SOFTBALL GAMES
DAILY MAINTENANCE OF PARK FACILITIES

FUTURE PROJECTS

GET BIDS TO INSTALL FIELD 2 BACKSTOP
BID AND PURCHASE POLE PADDING FOR FIELD 4 (BIDS HAVE BEEN RECEIVED)
GET BIDS FOR WATER AND SEWER TO ALL CAMPGROUND SITES
WORK WITH WATER TO GET HYDRANT REPLACED BY FIELD 5 (HYDRANT PURCHASED)
GET BIDS FOR THE DOG PARK SPRINKLER PROJECT (SOUTH PARK)
WORK WITH LOVE SIGNS ON DOG PARK SIGN
WORK WITH LOVE SIGNS ON DOWNTOWN RIVERPOINT SIGNAGE AND TAHA SIGNAGE

**Parks Report
June 2023**

Project Outcomes

- Transplanted two trees from Braasch Ave.
 - One to Downtown
 - One to 7th Street
- Transplanted four trees from E Grove Ave to 7th Street to replace the five dead ones
- Put 13 new trees downtown with the help of the Street Dept to break out concrete
- Big Bang Boom event set up/clean up June 30 – July 2
- Music in the Park July 6 set up/clean up

Current Projects

- Watering trees/flowers
- Removing equipment at Johnson Park and preparing for the dirt work
- Replace solenoids twice at Embrace Park Splash Pad

Recreation Notes June

Active:

I have been working to make sure schools and clubs can now reserve any of our sports complexes on our Active site. After figuring out the details I believe we now have a simple process that people can work through to schedule their events on our fields.

At this point, I have been working with the schools and college and we have almost all the fall events scheduled for the fields at Ta-Ha and Memorial.

This will also be a simple process for our staff to view and understand the calendar. All these activities can be viewed from the home page on our active site.

Recreation and Aquatics June /July

After switching gears to our Recreation Camps, we have had some successful participation.

Individuals that had signed up for our single activities received a discount on their participation during the camp. I implemented three different age groups 5 and 6-year-olds, 7 and 8 years old, and 9 to 12-year-olds.

During the camps, our staff is working hard to make sure everything is implemented from all the activities in our catalog. We utilized AquqVenture and the football and baseball fields at Memorial.

Our partner recreation programs are also still ongoing through June and July. Instructional Hockey, Skateboard School, Gardening, and Movie Night.

Preparing for the Fall and Winter

I am now preparing for our fall and winter programs that will be starting in late August and earlier September. I am bringing back the events that had great success last year and adding several new programs.

The new programs will put more emphasis on adult, family, and senior activities. Working with the senior center in Norfolk I'm excited to possibly host youth and adult activities in their building.

The fall and winter activities catalog are almost complete. The plan is to make sure families have the catalog at the conclusion of the summer. I will also have it in the schools at the beginning of the school year.

Department Report July 2023

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Arts Council meeting
- June tree board meeting
 - Green leaf award process continues

Project Outcomes

- Master Plan Stakeholder meetings completed
- TaH abridger repair complete
- Letters of interest in for Ta Ha restroom
- Skate Park pump track 100% design complete
- First Boar Meeting completed
- Master Plan inventory site tours completed
- Master Plan Benchmark Analysis complete
- Skyview Lake pump repaired

Current Project

- Green Leaf Award press release out
- Paving the area around the Skyview shop
- Adding additional sidewalk in Liberty Bell for ADA access to the fields and to the new restroom
- Liberty Bell restroom RFP is out
- Master Plan process underway
- Liberty Bell park playground design underway
- FRP out for Team Lockers at Ta Ha
- Johnson Park is out for bid
- Warren Cook Playground ordered
- Phase 2 liberty bell playground ordered
- Skyview dock RFP out
- Parks Signage installations
- Logo for whitewater park
- Skate Park Pump track work starts August 1st
- Landscaping, nature playground, wayfinding & historical panel design needed for Johnson Park
- 1st and Braasch Roundabout
- Trails Committee plan
- Johnson Park old equipment removals began
- Heaters being installed at AquaVenture

Upcoming Significant Events & Meetings

- Public input meeting for Master Planning scheduled for August 29th
- Council Budget Review July 24th
- Liberty Playground Build Week August 14-16

Change in Park/Facility Status

-

Public Requests

- Winter Park Irrigation
- Recycle Bins