

Agenda Packet

NORFOLK PARKS BOARD MEETING

Thursday, November 16, 2023
5:00 p.m.

**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, November 16, 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

November 16, 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

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|---|---------------|
| 4. Approval of full agenda. | Motion |
| 5. Approval of the minutes from the October 19, 2024 Parks Board meeting. | Motion |
| 6. Approval to recommend the 2024 Parks and Recreation fees. | Motion |

OTHER BUSINESS

7. Supervisor reports.
8. Open topics on any concerns the Board has towards current and future planning for the City Parks.
9. No action can be taken on matters discussed.



Parks and Rec Board Meeting Minutes

Thursday, October 19, 2023
5:00 p.m.
City Council Chambers

The meeting was called to order at 5:00 p.m. Roll call found the following members present: Ann Dover, Becky Wulf, Jerrett Mills, Melissa Temple, and Terry Rasmussen. Absent: Patrick Gerhart, Angie Bailey, and Austin Truex.

City staff present: Parks & Rec Director Nathan Powell, Assistant Rec Director PJ Evans, Parks Supervisor Ryan Beed, Parks & Rec Admin Assistant Jen Olson, and Communications Director Nick Stevenson.

Rasmussen moved, seconded by Temple to approve the October 19, 2023, agenda. Roll call: All Ayes.
Nays: None. Absent: Gerhart, Bailey, and Truex.

Rasmussen moved, seconded by Temple to approve the September 28, 2023, minutes. Roll call: All Ayes.
Nays: None. Absent: Gerhart, Bailey, and Truex.

Powell presented an updated version of the 2024 Fee Schedule for review and discussion.

Supervisor reports were given by Beed, LaMie, Evans, and Powell.

Meeting adjourned at 6:06 p.m.

The next meeting will be on November 16, 2023 at 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.

2024 Fee Schedule Parks & Recreation

	2023	2024	Explanation
Aquaventure			
Day Pass 55 and up/Veterans	\$ 7	\$ 8	
Day Pass (Ages 4-15)	\$ 6	\$ 7	
Day Pass (Ages 16-54)	\$ 8	\$ 9	
Season Pass Group (Up to 6)	\$ 220	\$ 250	2.5 x season pass
Group Day Pass (Up to 6)	\$ 35	\$ 42	
Each Additional Person to Group Pass	\$ 25	\$ 40	
Special Event Pass	\$ 5	\$ 7	
Pool Rental		\$ 500	Per Hour
Private Swim Lessons		\$ 15	Per Person/Per 1/2 hour
Swim Lessons	\$ 45	\$ 50	Per Person/Per Session
Sports			
Baseball - Practice and games , annual per athlete	\$ 70	\$ 10	Per Athlete
Football and Soccer Practice, annual per athlete	\$ 40	\$ 10	Per Athlete
Baseball/Softball/Football/Soccer Games with practice agreement		\$ 20	Per Day/Per Field Exempt Fields: #4 & #5
Tennis - Practice and Games annual	\$ 40	\$ 10	Per Athlete
Cross Country Course - Practice and Meets annual	\$ 40	\$ 10	Per Athlete
Memorial Football/Soccer/Baseball Adult Practice	\$ 100	\$ 15	Per Athlete
Memorial Football/Soccer/Baseball (Youth) Game w/out practice agreement	\$ 750	\$ 750	Per Day/Per Field
Memorial Football/Soccer/Baseball Game with practice agreement		\$ 50	Per Day/Per Field
Memorial Football/Soccer Adult Tournament	\$ 1,000	\$ 1,000	
Memorial Football/Soccer/Baseball Youth Practice	\$ 50	\$ 50	
Memorial Football/Soccer Youth Tournament	\$ 250	\$ 250	
Memorial Football/Soccer/Baseball Adult Practice	\$ 125	\$ 125	
Memorial Football/Soccer/Baseball (Adult) Game w/out practice agreement	\$ 1,000	\$ 1,000	Per Day/Per Field
Memorial Football/Soccer Adult Tournament	\$ 1,250	\$ 1,250	
Memorial Football/Soccer/Baseball Youth Practice	\$ 75	\$ 75	
Memorial Football/Soccer Youth Tournament	\$ 250	\$ 250	
Cabin Shelter Rentals			
Club House Daily Rental Fee	60	\$ 70	
Elkhorn Lodge Daily Rental Fee	200	\$ 210	
Shelter House Daily Rental Fee	35	\$ 45	
Woodland Cabin Daily Rental Fee	45	\$ 55	
Picnic Shelter	35	\$ 45	
Johnson Park Stage		\$ 50	
Stage Skyview	35	\$ 50	
Camping			
Regular Campsite	24	\$ 26	
Primitive Campsite	16	\$ 18	
Tournament Fees			
Tournament Gate Fee (Local)	10%	10%	
Tournament Entry Fee (Local)	5%	5%	
Tournament Gate Fee (Outside City)	20%	20%	
Tournament Entry Fee (Outside City)	10%	10%	

11/16/2023

**Parks Report
November 2023**

Completed projects

- **Shutdown and winterize cabins (TAHA)**
- **Shutdown and winterize main restroom and campground restroom (TAHA)**
- **Painted main restroom floor (TAHA)**
- **Finish winterizing mechanical room (AQUA)**
- **Winterize and blowout sprinklers and hydrants (AQUA)**
- **Blowout sprinkler systems in irrigated areas around town**
- **Start Warren Cook playground installation**
- **Edging installed by contractor (Central Park Butterfly Garden)**
- **Painted North restroom (Skyview)**
- **Started removal of flowers around town**
- **Dig and store canna bulbs**

Current Project

- **Install edging and fall protection around playground (Central Park)**
- **Install playground (Warren Cook Park)**

On Going Duties

- **Daily cleaning of restrooms**
- **Mowing to reduce leaf accumulation**
- **Cleaning of Elkhorn cabin as needed**

**Recreation Report
November 2023**

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- DNA meeting for Hometown Holiday event
- Supervisor's meetings
- Interviews for Arborist
- Interviews for Maintenance
- Holiday decorating downtown
- Partnership meeting

Project Outcomes

- RFP for pool heater
- NECC soccer finals

Current Project

- NOH
- Hiring of a new staff
- Pickleball court donation
- Tennis and Pickleball courts at Central Park
- Instructor certification
- Signage for athletic fields at Ta-Ha-Zouka Park
- Concessions
- Winter catalog with Ron
- Holiday lights and decorations
- Advertisements

Upcoming Significant Events & Meetings

- NOH interview for video
- Downtown Holiday
- Agreement meeting
- Master Plan

Change in Park/Facility Status

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Public Requests

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Athletics Supervisor Report

November 2023

Current Projects

- Continuing to prep for practice and games at Memorial Field.
- Worked to winterize all fields and bathrooms before freezing temperatures settled in.
- Updating the dugout rubber at Memorial Baseball Field.
- Updating the goals with wheels at North Pine.
- Polls have been installed for the new backstop on field 2 at Ta-Ha Zouka.
- The sports crew will be completing the installation of net wood on the bottom of the backstop.
- Fencing for the dugout will also be installed later this month.
- The Skate Park Pump truck has been updated by the city water division and we will be able to complete the irrigation and sod in the spring.
- Working to find quotes to resurface our tennis courts for the 2024/25 budget.
- Working to find quotes on constructing our new pickleball courts at Liberty Field.
- Finalizing quotes for new Ta-Ha field signs.
- Looking to have the electric strike locks installed on the skate park bathrooms.
- Cleaning out storage and organizing space at the Memorial and Ta-Ha building.
- Fall recreation programs are ending towards the end of November.
- Finalizing our winter recreation catalog and getting ready to advertise on all platforms.
- Decorating the downtown area for upcoming festivities.

**Department Report
November 2023**

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Arts Council meeting (next one is scheduled for January)
- Tree board meeting (next one is scheduled for February)
- DNA meeting and update
- Greener Towns course with Waterwise
- Pool heater bid opening

Project Outcomes

- Field two backstop construction underway
- Warren Cook Playground construction underway
- 2024 Fees Final draft presentation to board

Current Project

- 2024 Fees
- Paving the area around the Skyview shop
- Liberty Bell Design
- Master Plan process underway
 - Public Survey
- Johnson Park projects
 - BP1 Fountain and Ice
 - BP2 Grading and Trails
 - BP3 Structures
 - BP4 Electrical
- BP5 Landscaping and Irrigation
 - Nature Playground
- Warren Cook Playground
- Phase 2 liberty bell playground
- Parks Signage installations underway
- Skyview Fishing Dock
- Ta Ha Team Lockers
- Pool heater replacement
- Pump Track Irrigation and sod

Upcoming Significant Events & Meetings

- NERPA Workshop December 1st

Change in Park/Facility Status

- Restroom facilities closed for the season
 - Elkhorn Cabin and Johnson Park restroom remain open year-round
- Splash pad closed for the season

Public Requests

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