

Agenda Packet

NORFOLK PARKS BOARD MEETING

Thursday, April 18, 2024
5:00 p.m.

Created 4/18/2024 10:30 AM

**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, April 18, 2024, 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
April 18, 2024

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 February 22, 2024 Parks Board meeting. | Motion |

OTHER BUSINESS

- | | |
|--|-------------------|
| 6. Review and update on Johnson Park project. | Discussion |
| 7. Johnson Park nature playground concepts. | Discussion |
| 8. Parks and Recreation Supervisor Reports - March and April. | |
| 9. Open topics on any concerns the Board has towards current and future planning for the City Parks. | |
| 10. No action can be taken on matters discussed. | |



Parks and Rec Board Meeting Minutes

Thursday, February 22, 2024

5:00 p.m.

City Council Chambers

Melissa Temple called the meeting to order at 5:00 p.m.

Temple informed the public of the Open Meetings Act posted in the Council Chambers.

Roll call found the following members present: Angie Bailey, Austin Truex, Patrick Gerhart, Melissa Temple, Ann Dover, Becki Wulf, and Jason Tollefson. Absent: Jerret Mills and Terry Rasmussen.

City staff present: Parks & Recreation Direction Nathan Powell, Assistant Director of Recreation PJ Evans, Sports Supervisor Ron LaMie, Parks Supervisor Ryan Beed, Administrative Assistant Kylee Soderberg, Communication Manager Nick Stevenson, Administrative Assistant Jen Olson, Assistant City Engineer Anna Allen, and Business Resource Specialist Melissa Figueroa.

Others present: Ken Iverson Project Committee Members Shane Graham and Latrise Hoffman from Nucor.

Truex moved, seconded by Wulf to amend the February 22, 2024 agenda and add an item for discussion: AccuDock color selection. Roll call: All ayes. Nays: None. Absent: Mills and Rasmussen.

Truex moved, seconded by Bailey to approve the January 18, 2024 minutes. Roll call: All ayes. Nays: None. Absent: Mills and Rasmussen.

Anna Allen asked the Parks Board for their support to apply for a grant that would help with the cost to extend the trail system and tie it in to existing trail. Bailey moved, seconded by Gerhart, to recommend a letter of support for a plan for a multi-modal trail from Skyview to the Cowboy Trailhead at Ta-Ha-Zouka Park. Roll call: All ayes. Nays: None. Absent: Mills and Rasmussen.

Powell presented information about the proposed signage for a historical trail. Truex moved, seconded by Tollefson, to recommend for consideration a historical trail from Winter Park to Johnson Park and signage concept. Roll call: All ayes. Nays: None. Absent: Mills and Rasmussen.

Parks Board discussed dock colors for the future dock being installed at Skyview Lake. Board agreed with staff that driftwood gray was a good color.

Powell presented the Master Plan Priorities and Strategies to the Board.

Stevenson presented the City's platforms to provide information to the public.

City Engineer, Steven Rames, arrived at 6:07 p.m.

Supervisor reports were given by LaMie, Evans and Powell.

With no further business, the meeting was adjourned at 6:26 p.m.

The next meeting will be on March 21, 2024 at 5:00 p.m. in the City Council Chambers at 309 N 5th Street, Norfolk, NE.

Minutes recorded and taken by Jen Olson, Parks and Rec Admin Assistant.







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PLAN VIEW

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**Athletic Supervisor Report
April 2024**

Major Incidents/Significant Events/Meetings

- Weekly supervisor meetings
- Athletic staff meeting

Project Outcomes

- Completed the installation of the Ta-Ha field 2 outfield poles.
- Finished installation of shades at Ta-Ha Dugouts and Memorial stands.
- Added new dugout shades to the youth baseball complex.
- ADA bathroom completed at Elkhorn shop.
- Added weight to soccer goals at North Pine complex.
- Graded at parking lots at Ta-Ha fields.
- Finalized all Memorial Football and Soccer quotes.
- Finalized Seasonal and Summer help.

Current Project

- Preparing the fields for practices and games during the spring season.
- Getting water turned on to the facilities.
- Looking and fixing sprinkler heads.
- Installation of Ta-Ha field signs.
- Spring walk-through for projects.
- Working to hire seasonal and summer help.
- Continue groundwork for irrigation Skate Park Pump track.
- Updating all the fields on the Active calendar for the upcoming season.
- Working to find bids on Liberty Bell pickleball lighting.
- Working to find bids on Ta-Ha shop installation.
- Ta-Ha padding for the backstop will be available to complete next week.
- Continuing to update the new meeting place for sports staff at Ta-Ha
- Moved sheds for baseball organizations to function better.

Upcoming Significant Events & Meetings

- Morning staff meeting every weekday.
- The start time will change to 6:30 am start Monday, April 15th.

Change in Park/Facility Status

Public Requests

Department Report April 2024

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Arts Council meeting
- Tree board meeting
- Johnson Park Coordination meetings
- Nature Playground Design Meetings
- Parks board member tours complete

Project Outcomes

- Bid awarded by council for Safe Slides to refurbish slides at AquaVenture
- Waiting for estimates for restroom and design work at Liberty Bell
- Master Plan process ready for council review
- Warren Cook Playground completed
- Quotes received for parks signs. Love signs has lowest quote.
- Pool heaters installed
- Electrical lines buried in Central Park
- \$144,000 IRA grant awarded for tree projects through 2027

Current Project

- Liberty Bell Design
 - Pickleball Courts
 - Restrooms
 - ADA sidewalk
 - Phase 2 playground
- Master Plan process continues
- Johnson Park projects
 - BP1 Fountain and Ice
 - BP2 Grading and Trails
 - BP3 Structures
 - BP4 Electrical
 - BP5 Landscaping and Irrigation
 - Nature Playground firm selected
- Johnson Park Concession Stand
- 1st and Braasch Roundabout Sculpture
- Parks Signage installations – Central Park and Westside Park signs ordered
- Skyview Fishing Dock purchase – Waiting on delivery date
- Ta Ha Team Lockers – Waiting on design
- Pump Track Irrigation and sod
- AV waterslide refurbishment
- Winter Park Memorial Garden
- Central Park Projects
 - Stage refurbishment
 - Irrigation
 - Fall protection under playground
 - Replace walkway bricks
 - Replace tennis court lights
 - Resurface tennis courts and replace fencing
- North Fork Whitewater Park Construction
 - May 2024 completion date
 - Grand opening date and ribbon cutting coming soon

Upcoming Significant Events & Meetings

- Arbor Day Events April 26th at Westside school

Change in Park/Facility Status

- Warren Cook playground open to the public

Public Requests

- Request to not remove old playground equipment at Westside Park

**Parks Report
April 2024**

Current projects

- Worked on Skyview shop improvements
- Tree pruning / grind stumps
- Worked with contractors to start finish work at warren cook
- Finished fence installation at Skyview shop area
- Worked on new lighting for Skyview shop area
- Worked on concrete border for Warren Cook Park
- Bid out central park sprinkler project
- Work with NPS on Arbor Day presentation
- Opened cabins and restrooms at TaHa, Skyview and Johnson Park
- Cleaned flower beds (cut grasses, cleaned old growth)
- Cleaned riverbank at Johnson Park
- Mulched flower beds
- Built memorial pad in prep for bench install (Skyview)
- Replaced site block wall at Skyview restroom
- Finished pm of parks equipment
- Worked with contractors on slide repainting project
- Continue working on central park improvements
- Continue working on bids for various projects

On going projects

- Install of new heaters at AquaVenture (Johnson's Plumbing)
- Warren Cook playground
- Replacement of pool grates at AquaVenture

Recreation Report April 2024

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Arts Council meeting
- Johnson Park Coordination meetings
- Nature Playground Design meetings
- Partnership meetings
- Budget meeting
- Recreation and Sports staff meetings

Project Outcomes

- Bid award for refurbishing slides at AquaVenture
- Spring/Summer brochure
- Hiring of staff
- Rec. baseball signups complete
- Pool heater replacement
- Ta-Ha ADA restroom
- Foul pole installation

Current Project

- Master Plan process
- Johnson Park
- 1st and Braasch Roundabout Sculpture
- Ta Ha Team Lockers
- Pump Track Irrigation and sod
- AV waterslide refurbishment
- AV training
- Recreation training
- Concession training
- Recreation partnerships
- North Fork Whitewater Park Construction
- AV preparation

Upcoming Significant Events & Meetings

- Arbor Day Events April 26th
- Group swim lesson signups
- Recreation camps
- Recreation partnerships

Change in Park/Facility Status

- Irrigation turned on
- Restrooms open
- Sports fields in use

Public Requests

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**Athletic Supervisor Report
March 2024**

Major Incidents/Significant Events/Meetings

- Weekly supervisor meetings
- Athletic staff meeting

Project Outcomes

- Completed the installation of the Ta-Ha field 2 temporary fence.
- Finished installation of shades at Elm tennis courts.
- Added new dugout shades to the youth baseball complex.
- ADA bathroom added to Elkhorn shop.
- Added wheels to soccer goals at North Pine complex.
- Completed Ta-Ha field 2 backstop padding.

Current Project

- Preparing the fields for practices and games during the spring season.
- Adding a new water fountain to the Ta-Ha adult complex.
- Finalizing quotes for new turf at Memorial Field.
- Installation of Ta-Ha field signs.
- Line items for the 2025 budget.
- Working to hire seasonal and summer help.
- Started groundwork on irrigation for the Skate Park Pump track.
- Updating all the fields on the Active calendar for the upcoming season.
- Working to find bids on Liberty Bell pickleball lighting.
- Working to find bids on Ta-Ha shop heating and cooling.
- Ta-Ha padding for the backstop will be available to complete next week.
- Moving supervisor office to Ta-Ha Elkhorn shop.
- New locks and padlocks are being installed for athletic buildings.

Upcoming Significant Events & Meetings

Change in Park/Facility Status

Public Requests

**Department Report
March 2024**

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Arts Council meeting
- Tree board meeting
- Johnson Park Coordination meetings
- Nature Playground Design Meetings

Project Outcomes

- Bid award going to council April 1st for refurbishing slides at Aquaventure
- Paving the area around the Skyview Shop
- Team Lockers Agreement with Huff Construction Signed

Current Project

- Liberty Bell Design
 - Pickleball Courts
 - Restrooms
 - ADA sidewalk
 - Phase 2 playground
- Master Plan process continues
- Johnson Park projects
 - BP1 Fountain and Ice
 - BP2 Grading and Trails
 - BP3 Structures
 - BP4 Electrical
 - BP5 Landscaping and Irrigation
 - Nature Playground firm selected
- Johnson Park Concession Stand
- Warren Cook Playground
- 1st and Braasch Roundabout Sculpture
- Parks Signage installations – waiting on quotes
- Skyview Fishing Dock purchase
- Ta Ha Team Lockers
- Pool heater replacement
- Pump Track Irrigation and sod
- AV waterslide refurbishment
- Winter Park Memorial Garden
- Central Park Projects
 - Electrical – bury lines
 - Stage refurbishment
 - Irrigation
 - Fall protection under playground
 - Replace walkway bricks
- North Fork Whitewater Park Construction
 - May 2024 completion date

Upcoming Significant Events & Meetings

- Arbor Day Events April 26th

Change in Park/Facility Status

- Irrigation turned on at Memorial

Public Requests

-

**Parks Report
March 2024**

CURRENT PROJECTS

- Continued working on pm of equipment
- Worked on Skyview shop improvements
- Tree pruning on city maintained corridors / grind stumps
- Worked with contractors to start finish work at Warren Cook
- Started fence installation at Skyview shop area
- Pm chemical pumps from AquaVenture
- Worked on new lighting for Skyview shop area
- Worked on concrete border for Warren Cook park
- Maintenance of welcome signs at three city entrances
- Bid out central park sprinkler project
- Tree maintenance training for staff
- Pesticide training for staff
- Work with nps on arbor day presentation

ON GOING PROJECTS

- Install of new heaters at AquaVenture (Johnson's Plumbing)
- Warren Cook playground
- Replacement of pool grates at AquaVenture

Recreation Report March 2024

Major Incidents/Significant Events/Meetings

- City council meetings on 1st and 3rd Mondays
- Weekly Recreation/Athletics meetings
- Master Plan
- Johnson Park meetings
- Nature Playground Design Meetings
- Team Lockers with Huff Construction and schools

Project Outcomes

- Bid award for refurbishing slides at Aquaventure (going to council April 1st)
- Team Lockers Agreement with Huff Construction

Current Project

- NOH garden
- NOH garden Memorial stakes
- AquaVenture
- Pickleball courts at Liberty
- Pump Track Irrigation and sod
- Partnership
- Field reservations
- Wayfinding for athletic fields
- Concessions
- Spring/Summer brochure
- Advertisements
- Camps
- Nature Playground at Johnson's Park
- Spring/Summer programing
- North Fork Whitewater Park Construction
- Pool heater replacement
- Ta Ha Team Lockers
- Johnson Park Concession Stand
- Sculpture Walk
- Sculptures
- AV waterslide refurbishment
- Arbor Day Events
- Johnson's Park

Upcoming Significant Events & Meetings

Change in Park/Facility Status

Public Requests