



**Norwalk Park and Recreation Commission Meeting  
Wednesday, May 1, 2019  
6:00 pm  
Norwalk City Hall**

**Members present:** Robin Leaper, Stephanie Riva (Council liaison), Deb Jorgenson, Al Lammers, Brett Cermak, and Jordan Bandy. **Members absent:** Ben Palen, Nat Tagtow

Brett Cermak called the Park and Recreation meeting to order at 6:05 pm.

**Approval of agenda:** (May) Motion by Jorgenson, seconded by Lammers, motion carried unanimously, agenda approved.

**Approval of minutes:** (March) Motion by Jorgenson, seconded by Lammers, motion carried unanimously, minutes approved.

No Public or Guest comment.

Bandy arrived at 6:22pm. Lammers left for the school at 6:20 pm. Lammers returns 6:30 pm.

**Old Business:**

McAninch sports complex parking lot - The cost is \$587,747 for asphalt and concrete curbing. They are wanting to redirect water away from Kelley Cortem to the storm sewer drain. Leaper is working with Jean to move money around to see if we can afford to have this done. Cermak wants to know if this is optional. Leaper replies, it is optional but the water runoff floods Kelley Cortem. This project is not allowing more space just more efficient parking and storm water runoff. Riva suggests the savings from the Elizabeth Holland park trail could go towards this project. Leaper will continue working on it.

Ice Skating rink - Ice Rink is closed for the season. It will be stored at Cherry Street. There is a work order for Public Works to get the basketball hoop put back in. Adam is taking down the signage. Most ice rinks purchase new liner every year and Leaper will look into getting a new liner. The cost of a new liner is around 425.00.

Commission member terms - The Commission has three members drop off every two years. Jim Dougherty says there has to be an ordinance change to get it change from three to two. Lammers has renewed. Tagtow is not returning. Coburn has left to take a full time position with the department. The reason to change it is to have less people fall

off at once if they don't renew. Currently three will fall off in 2019 and three will fall off in 2020. No one will off in 2021. As opposed to this you would have two fall off in 2020, 21, and 22. Commission does not know that it is necessary to change the ordinance at this time.

Elizabeth Holland Park - The pre-construction meeting a couple weeks ago. The equipment was supposed to be there by Friday May 26, 2019. Leaper sent an email to V&K to contact Caliber that there has been no movement and should have been. The city has paid extra money for a quicker finish time. July 15 is the set completion date. Riva advises to place No Parking signs on the grass at the North side of the park due to overflow parking for 1908 Drafthouse. Economic development received a grant to put the art at the park made out of iron as well as bike racks. Leaper asks Commission how many bike racks are wanted. Riva advises to spend the grant money Leaper suggests at the trail-head put about 4 and when the traffic flow study is finished the decision can be made for the rest. Riva advises to place a couple by the shelter as well. Commission does not like the idea of them at the North side of the park currently as they do not want to promote crossing of Beardsley. Jorgenson does not want them placed until the trail is done. Cermak agrees that we order them all and have them for the future. Parks and Recreation has received the \$1000.00 grant for trees.

City Park - The shelter house is up and the stone is done. Two places on the sidewalk are needing fixed. Public works is going to grade and seed. It looks nice!

Ice Fishing - The DNR came to a previous meeting and gave a presentation. Commission needs to make a decision on if ice fishing should be allowed and what bodies of water to allow it on. Insurance is okay with it and the Fire Department is prepared with a rescue boat and ice fishing training. Cermak says it would be good for the kids of Norwalk to be able to fish within the city limits. Commission wants additional information on how thick the ice should be, what rules are needed, what should the signage look like, what bodies of water would be good, and what regulations there should be. Leaper will research then the Commission will recommend to council at that time.

### **New Business:**

Office Coordinator - Sarah Coburn has resigned from her seat on the Commission and accepted the Office Coordinator position for the Parks and Recreation department. She will be attending the Commission meetings and taking the minutes.

Commission members - Cermak wants to post the openings on the new Govdelivery blast. Leaper is hoping for a male/female balance. Leaper would like a young adult with no children for the prospective for adult programming. If anyone knows of people

interested to get them to apply. It will be posted to the website, Facebook, Govdelivery, etc.

GovDelivery - Late this afternoon, May 1, 2019 Govdelivery was launched. It is the City of Norwalk's new information system for texting and emailing the public. The Parks and Recreation department will be sending out our program updates through this program. There will be a quarterly activity guide and weekly program update sent out. A few copies of the activity guide will be printed and available for pick up at the Parks and Recreation office. It will no longer be mailed.

Warrior Park - The restrooms have some issues. Leaper will be meeting with Hildreth. In need of paint touched up, closures on the door aren't set correctly, magnetic closures aren't working correctly, caulking, cleaning up, etc. There is some erosion underneath the rubber surfacing under the challenge course. They are coming to look at it and figure out the cause and how to fix it. It will not be fixed until the Fall when kids are back in school. The company Game time will be coming to look at the dummies that are on springs that are tearing the surface. The other equipment with springs are set at a different level, so the engineering is an issue. Leaper asked the Commission for a possible date for Ribbon Cutting ceremony. July is Park and Recreation month. Leaper will set a date for July. Jorgenson is gone the week of July 14. Cermak says the week of July 8. Riva advises July 9th is front porch night and July 15 is Greenways committee night. Sarah Coburn (Office Coordinator), Adam Siebert (Complex and Parks Manager), and Nancy Kuehl are gone at the end of July.

RAGBRAI - It will be held July 23, 2019. City Park is closed and Dog park is closed that day. Library is allowing bathroom use. We are having to move three picnic tables from Billy O. Park to City Park for the event.

Windflower Park - The park is under construction, redoing sewer and storm water drainage. Construction is running from Cassidy to North. The pre-construction meeting with McAninch Construction happened and they started digging that day. They plan to be done by May 31, 2019/June 1, 2019. This should alleviate the flooding that happens and the water table under the pool. The shelter house is still open, pool will open, and the disc golf has 5 holes that are affected.

Billy O. Park Handicap Swing - Parks and Recreation was awarded the agreement to do that. 182,000.00 installation and rubber surfacing. Swing was donated. Philanthropic grant for 5000.00 for rubber surfacing. Bob is donating the installation, that took \$3,015.00 off the quote. \$5,800.00 in cash donations. Kiwanis is hosting a bike ride for the handicap swing. New cost 179,759.00. Original CIP budget cost is 178,100.00.

Seasonal help needed - We are in desperate need of Seasonal employees. We desperately need more lifeguards and swim instructors. The Complex workers need to

be 18 and older. We are looking to hire a Part time employee in the office to assist with busy season and increase in aquatic center passes. Bandy can hand out fliers and Riva wants to post to Facebook. Cermak suggests a raise in wages to increase our applicants for seasonal employment. We have hired a seasonal full time employee for the parks and pool, Kristin. She will receive hourly pay and replaces Alex Langrave from last year.

Brownie Park - May 7, 2019 at 1:00 pm until 5:00 pm the planting will begin at Brownie Park. They start to plant the Magnolia trees, Butterfly Garden, and Fairy Garden/Tribute Garden. There will be a reception for the grant money that night too.

Dog Park - Jorgenson wants to know if the "mud hole" at the Dog Park is fixed. It was supposed to be fixed last week.

**Program Updates:** see program update sheet

LH Iowa Track Meet

Successful Easter Egg Hunt

YEL summer camps being offered Robotics 2.0, Project Runway Sewing, Rockets, and Junior Coding

Potential for Chicago Fire Soccer Camp for the Summer. Still having questions on the contract. Needing to do more research before offering the camp. Can still do Menace if we want. Can offer coaching clinics as well at no cost to us. Still questions on the contract. Questions include: Hosting a coach? Fees, minimum fees charged? We take registration fees and he would invoice us on the number of kids. Need clarification.

Stephanie: Lanyard for Parks commission to wear for the Ribbon cutting events. Nice touch. Greenways committee forming to work on all greenway update. Brett wants updates.

**Agenda topics for next meeting:**

Ice Fishing  
Commission member applications  
Elizabeth Holland Park  
Greenways Committee Update  
Warrior Park  
City Park Construction  
Windflower Park Construction

Swimming Pool Updates

Grants Updates

Seasonal Work/Employee Updates

Billy O Park Wheelchair Update including Bike Ride

**Meeting adjournment:** Motion by Lammers, seconded by Bandy, carried unanimously, the meeting adjourned at 7:14 pm