



Parks and Recreation Commission

Regular Meeting

Tuesday, October 21, 2025, 6:15 PM
106 Center Street

Join Zoom Meeting

<https://us02web.zoom.us/j/81873576933?pwd=oUntmMaVfRkQApqghDs8MKEIxPJnC4.1>

Meeting ID: 818 7357 6933

Passcode: 416717

One tap mobile

+13126266799,,81873576933#,,,,*416717# US (Chicago)

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Some items on this agenda are important enough to City Councilmembers that a quorum of the Council may be present to receive information leading to their future deliberations and eventual decision.

AGENDA

1. Call to Order/Roll Call
2. Minutes of the Preceding Meeting(s)
 - A. September 9, 2025, Parks and Recreation Commission Meeting Minutes
3. Agenda Approval
4. Citizen Reports or Comments
5. Unfinished Business
 - A. Flagpole in The Commons
6. New Business
 - A. Winter Programming in The Commons - Excelsior Saunas Presentation
7. Communications and Reports
 - A. City Council and Park Project Updates - Ballfield, Mini Master Plan, Playground, Tree Plantings
 - B. September Financials
 - C. Oak Hill Cemetery Committee Update
 - D. Studer Park Use Discussion
 - E. Art Installation in The Commons - How to manage existing and future art in the Park

8. Miscellaneous/Commissioner's Comments
9. Adjournment

City of Excelsior
Parks and Recreation Commission Meeting

MINUTES

Tuesday, September 9, 2025

106 Center Street, Excelsior, MN 55331 – Entrance located on Center Street
6:15 P.M.

1. CALL TO ORDER

Chair Sobiech called the September 9, Parks and Recreation Commission meeting to order at 6:18 P.M.

Present: Chair Sobiech, Vice Chair Wolfe, and Commissioners, Bolles, Schmidt, & Smith

Absent: Commissioner Anderson & Vogel

Also present: Parks Manager Quinn

2. AGENDA APPROVAL

a) September 9, 2025 Parks and Recreation Commission Agenda

Bolles moved, Wolfe seconded to approve the September 9, 2025 Parks and Recreation Commission meeting agenda with the addition of Halloween Programming in The Commons to New Business.

Motion carried 5/0.

3. APPROVAL OF MINUTES

a) August 19, 2025 Parks and Recreation Commission Meeting Minutes

Wolfe moved, Bolles seconded to approve the August 19, 2025 Parks and Recreation Commission meeting minutes. Motion carried 5/0.

4. CITIZEN REPORTS OR COMMENTS

None

5. UNFINISHED BUSINESS

a) Flagpole in The Commons

The Commission discussed new flagpole options vs. refurbishing the old existing pole. The Commission discussed the need to get a quality pole replacement and the need to choose the best sized flag for the park and pole location. The Commission discussed how the old pole might be able to be donated or repurposed. The Commission decided to do more research on poles and potential funding sources and decided to discuss the flagpole again at the October meeting.

NEW BUSINESS

a) Winter Programming in The Commons

Commissioner Smith recommended that we invite the sauna company who presented to the City Council in 2024 to the October Parks and Recreation Commission (PNR) meeting for a presentation. The Commission discussed other potential winter programming ideas such as dog parades, kite flying, an obstacle course, and team scavenger hunts. The Commission discussed how to potentially piggyback programming off other events such holiday choir caroling and snow sculptures.

b) Halloween Programming in The Commons

The Commission discussed potential Halloween programming such as a costume contest, an event involving music, or a pumpkin carving contest. The Commission decided to focus on winter programming for the time being.

6. COMMUNICATIONS AND REPORTS

a) City Council and Park Project Updates – Information Only

Manager Quinn provided updates on the ballfield project, the mini master plan, as well as the playground project advisory committee.

b) August Financials

Nothing to note

c) Cinema in The Common

The Commission discussed that Cinema in The Commons is a good concept and that time should be spent during the winter deciding how to improve the events. The Commission discussed the desire to have Tommy's Tonka Trolley sell popcorn during the events. The Commission discussed the idea of connecting with the City of Shorewood to learn about how their movie events have gone. The Commission discussed how to better advertise the events.

D) Oak Hill Cemetery Improvements

Manager Quinn updated the PNR Commission on the formation of a Cemetery Committee which will involve city staff, PNR members, and Heritage Preservation Commission members. Manager Quinn discussed how the Cemetery Committee will review the RFP's submitted for the Oak Hill Cemetery historical designation and landscape treatment plan. Manager Quinn stated that Commissioner Anderson would like to volunteer and asked for an additional PNR Commissioner for the committee. The Commission discussed reaching out to Commissioner Vogel. Commissioners Wolfe and Schmidt both volunteered to be alternates if needed.

7. MISCELLANEOUS/COMMISSIONER'S COMMENTS

None

8. ADJOURNMENT

Smith moved, Bolles seconded to adjourn the September 9, 2025 Parks and Recreation Commission meeting at 7:40PM. Motion carried 5/0.

Respectfully submitted,
Kevin Quinn, Parks Manager



Item: 5.A.

ITEM REPORT

To: Parks and Recreation Commission

From: Tim Amundsen, Public Works Director, Kevin Quinn, Parks Manager

Meeting Date: October 21, 2025

Department/Office: Public Works

Item Name: Flagpole in The Commons

Summary:

Staff has done research on various flagpole options and has been in contact with local vendors for flagpole pricing and installations costs.

Here are three options to consider: (option 1 and option 2 were previously discussed, option 3 is new)

New Flagpole Example Option 1 (From Twin Cities Flag Source):

Flag Control System: Internal winch cable

Above Ground Height: 35'

Bottom of pole diameter: 5"

Pole gauge thickness: .188"

Wind rating: 79mph with flag, 95mph without flag

Flag size: 6' x 10'

Price: \$5,237

Clear/Natural Anodization: price included

New Flagpole Installation cost: \$995

Total: \$6,232

New Flagpole Example Option 2 (From Twin Cities Flag Source):

Flag Control System: Internal halyard rope

Above Ground Height: 35'

Bottom of pole diameter: 6"

Pole gauge thickness: .156"

Wind rating: 87mph with flag, 116mph without flag

Flag size: 6' x 10'

Price: \$4,866

Clear/Natural Anodization: price included

New Flagpole Installation cost: \$995

Total: \$5,861

**New Flagpole Example Option 3 (From American Flagpole & Flag):
Flag Control System: Internal winch cable**

Above Ground Height: 35'

Bottom of pole diameter: 6"

Pole gauge thickness: .188"

Wind rating: 97mph with flag, 145mph without flag

Flag size: 6' x 10'

Price: \$4,950

Clear/Natural Anodization: \$891

Labor and materials to excavate and pour footing: \$1,750

Labor and materials to transport, assemble and install: \$1,690

Total \$9,281

Other Details:

Hardwired lighting cost: TBD

Internal winch cable life span is approximately 25 years before major repair or replacement

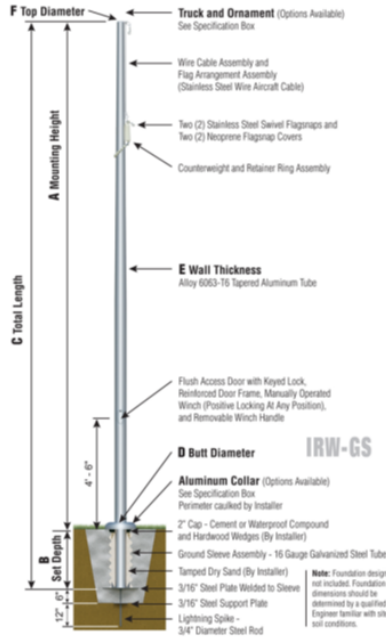
Internal halyard rope system is approximately 10 years before major repair or replacement

All Flagpole options are Concord Poles

Example of new flagpole option similar to option 2:



Example of option 3 with internal winch:



Staff visited the site to see where the flagpole could be sited adjacent to the Pavilion and Plaza. See below photos for reference.



Staff could see the installation occurring near where Parks Manager Quinn is standing in the above photo or nearer to the planting area for the Pavilion that is in the final photo. The nearer it is to the existing planting area at the Pavilion, the better it will be seen and be far enough away from existing trees as they mature.

Recommended Action:

Discuss flagpole options, funding sources, and decide which pole option/s to propose to City Council.

Budget:**Attachments:**

None

ITEM REPORT

To: Parks and Recreation Commission

From: Tim Amundsen, Public Works Director, Kevin Quinn, Parks Manager

Meeting Date: October 21, 2025

Department/Office: Public Works

Item Name: Winter Programming in The Commons - Excelsior Saunas Presentation

Summary:

At the September 9th Parks and Recreation Commission meeting (PNR), it was discussed to revisit introducing a sauna in The Commons for winter programming.

Staff has invited Leif Kjorness from Excelsior Saunas to present on his saunas, services, and the logistics of potentially having a temporary sauna in The Commons.



Here is an aerial photo of the proposed sauna location



Here is the proposed location near the bathhouse

Recommended Action:

Discuss the sauna concept and whether / how to pursue such programming this winter.

Budget:

Attachments:

None

**City of Excelsior
Park Capital Improvement Fund
As of 09/30/2025**

	<u>2025 Budget</u>	<u>SEPTEMBER Actual</u>	<u>2025 YTD Actual</u>
PARK IMPROVEMENT FUND			
Park Improvements			
Revenue			
Interest Earnings	10,000		-
County Grants			
Contributions and Donations	40,000	19,926	19,926
Charitable Gambling - Designated Donations	15,000	2,828	20,537
Park Dedication Fees	10,000		
Miscellaneous (Winter Storage)	21,755	-	15,590
Transfers From Other Funds	-	-	-
	<u>96,755</u>	<u>22,754</u>	<u>56,053</u>
Expenditures			
Professional Services	10,000	7,750	28,632
Engineering Fees	1,500		
Other Equipment	50,000	102	29,167
Charitable Gambling Expenditures - C4C			
Improvements Other Than Bldgs	248,000	1,330	8,407
Improvements - Playground Equip			
Improvements - Charitable Gambling			
Transfers To Other Funds		30,000	30,000
	<u>309,500</u>	<u>39,182</u>	<u>96,206</u>
Net Change in Fund Balances	<u>(212,745)</u>	<u>(16,428)</u>	<u>(40,153)</u>
Cash Balances			
Cash Balance -09/30/2025			783,179
Designated for Playground Equipment			3,926
Committed for Commons Master Plan - Charitable Gambling Projects*			138,752
Committed for Commons Master Plan			-
Balance Available for Park Projects			<u>640,501</u>
Fund Balance			<u>783,179</u>