

## Meeting Minutes: Owatonna Park Board

**Date:** January 13, 2020

**Location:** Council Chambers

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Andi Arnold	X		Jessica Abrahams, Administrative Technician	
David Christianson	X		Tim Truelson, Recreation Manager	
Nicholas Elsner, Vice-Chair	X		Troy Klecker, Community Development Director/Parks and Recreation Interim Director	
Angie Malo, Secretary	X		Mary Jo Knudson, Recreation Supervisor	
Jonathan Thiel	X		Jesse Wilker, Parks Manager	
Greg Posch, Chair	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): None  Event Permits: a. None	
Call to Order	Meeting called to order at 4:30pm	
Approval of Agenda		Motion: Angie Malo Second: Nicholas Elsner Approved
Approval of Minutes	December 9, 2019 – Troy Klecker reported there was one correction, the revenue for the restaurant at Brooktree for 2018 was reported at the meeting as a little over \$100,000, the actual revenue was \$121,928. This has been changed in the minutes.	Motion: Jonathan Thiel Second: Nicholas Elsner Approved
Persons wishing to appear	None	
Park Permits	None	
Staff Reports	<p>a. 2018 and 2019 YTD Budget through December 31, 2019 – Overall 2019’s budget looks good and should come in on or a little below budget. Angie Malo asked why adult recreation expenditures were so low. Tim Truelson answered that it’s due to salaries being redistributed.</p> <p>b. Youth Recreation – Tim Truelson handed out a report which compared 2018 and 2019 youth participation numbers. Some budget transfers have not been completed yet for 2019 but after transfers are complete, the program should end up under budget. Tim expressed the importance of subsidies such as volunteer coaches and t-shirt sponsorships, which help especially with the budget. Tim also explained that special events and the Morehouse Chalet operations fall under youth recreation. Angie Malo was surprised youth basketball numbers went up; with associations getting stronger she though</p>	<p>Troy Klecker reported</p> <p>Tim Truelson reported</p>

	<p>numbers would have gone down. Tim explained that numbers have a lot to do with class size and Medford and Blooming Prairie participation. Troy Klecker asked Tim if any areas have been trending upward or downward. Tim reported that numbers have been consistent. Youth fastpitch has grown due to a partnership with the fastpitch association. Angie asked about Jr. Golf and why it wasn't offered in 2019. She also reported that some citizens had express concern to her that they didn't feel like kids were welcome at the course this past summer. Jesse Wilker said that Tom Vizina, the course's independent contractor, would like to offer Jr. Golf this summer and he will be in contact with Tim.</p>	
<p>Unfinished Business</p>	<p>a. Inclusive Playground, Miracle Field – Tim Truelson reported the playground equipment arrived on Friday and was purchased with 2019 pricing. A letter was sent to small businesses asking for donations and/or if they'd like to purchase a piece of equipment. The Lincoln Elementary physical education department has purchased two pieces of equipment. Jesse Wilker and Tim are meeting with Mohs Construction later this week to put together a construction plan. Troy Klecker reported the parking lot will be expanded and a second access coming off of 3<sup>rd</sup> Ave is planned. The project is planned to start the end of summer/early fall and will hopefully be completed by the end of the year. Youth football will be moved to a different location this fall.</p> <p>b. Master Plan – Troy Klecker reported that a study session was held with the City Council and the consultants presented the final draft of the master plan. The study session went well and the plan should be approved at the next City Council meeting. Mary Jo Knudson explained the importance of the master plan in regards to gaining regional significance status, which would allow us to apply for more grants. She explained that there are many steps involved and it will take some time but the master plan is a key factor in applying for this status. Kaplan's Woods and Lake Kohlmier are the areas we can focus on to becoming regionally significant. Greg Posch asked what was being done on the south side of Kaplan's Woods. Jesse Wilker reported some river run off and storm water work was being completed by our Public Works department. Troy Klecker talked about parkland dedication fees which were mentioned in the master plan. Parkland dedication fees are fees collected as the city grows, from new developments and something the department may consider in the future as another funding source.</p>	<p>Tim Truelson reported</p> <p>Troy Klecker reported</p>
<p>New Business</p>	<p>a. Fishing Buddies Program – Mary Jo Knudson reported she is starting a fishing buddies program this summer. She applied for and was awarded a small grant which she'll use towards poles, tackleboxes and bait. She has also applied for a larger, more competitive grant through the DNR. Mary Jo has been working with Larry Kriesel from the Owatonna High School fishing program and the Isaac Walton League. Participants will sign up through the Park and Rec registration system. It was suggested Mary Jo contact Michelle Redman with Big Brothers Big Sisters regarding the program as they already have the mentors and kids, Mary Jo will contact her.</p>	<p>Mary Jo Knudson reported</p>

Board Questions/ Comments	<p>Andi Arnold – Stated she is the coordinator for the Steele County Drug Free Coalition. The agency has set aside money for signage and would like signs placed by playgrounds. Andi brought a sample of a sign and showed it to the Park Board and Parks and Recreation staff; the sign stated, “Young Lungs at Play”. Jesse Wilker raised concerns about vandalism but does think the signs are a good idea. The Steele County Drug Free Coalition will pay for the signs and would like them placed by all the playgrounds. Angie Malo moved to have Andi and the Steele County Drug Free Coalition staff work with Jesse and hang the signs by the playgrounds, Jonathan Thiel seconded the motion, all members voted aye in approval.</p> <p>Angie Malo – None</p> <p>Nicholas Elsner – None</p> <p>Greg Posch – None</p> <p>Jonathan Thiel – None</p> <p>David Christianson – Asked if the park crew help put up the lights in Central Park and stated they looked nice this year. Jesse Wilker said our park crew did help with the lights. David also asked if there is a way to keep snowmobiles from going on the new soccer fields. Jesse will look at getting some signs made and Angie Malo would like staff to put something in our next newspaper article to help deter this.</p>	
Adjournment	Adjourned at 5:21pm	Motion: Nicholas Elsner Second: Andi Arnold
Next Meeting	Monday, February 10, 2020	