

Meeting Minutes: Owatonna Park Board

Date: March 19, 2018

Location: Senior Place

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Judd Dingmann, President	X		Corky Ebeling, Director	
Lee Kostelecky	X		Tim Truelson, Recreation Manager	
Pat Fails		X	Eric Anderson, Recreation Manager	
Angie Malo, Secretary	X		Jesse Wilker, Maintenance Manager-Parks	
Karina Garcia		X	Dani Bakken, Recreation Supervisor	
Greg Louis		X	Mary Jo Knudson, Recreation Supervisor	
Laura Dalland, Vice Chair	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	<p>Correspondence (incoming): Thank you note from the Music Boosters Thank you note from Big Brothers Big Sisters Minutes (unapproved): SPI Board Feb 5, West Hills Commission - January Park Permits: March 25- Fareway Easter Egg Hunt, April 7- Wild Game Feed Event Permits: May 3-6 Earlybird Tournament, May 3- National Day of Prayer, May 5- From the Heart Run, May-August- Farmers Market, May 19- Jeff Kath Memorial Event, May 28 – Memorial Day Parade, 11 at 7's concert series, June 2- Recycling Collection, July 20- Relay for Life, July 21- Gus' Station Annual Care Show, July 26- Crazy Days Car Show, July 28- Art on the Hills, Aug 4- Reggie's Street Dance Other:</p>	
Call to Order	Meeting called to order at 4:35 p.m.	
Approval of Agenda		Motion – Angie Second – Lee Approved
Approval of Minutes	February 12, 2018	Motion – Lee Second – Laura Approved
Persons wishing to appear	None	
Park Permits	<ul style="list-style-type: none"> a. GSA Wild Game Feed b. Fareway Easter Egg Hunt 	Motion – Laura Second – Angie Approved

Staff Reports	<ul style="list-style-type: none"> a. 2016-2017 YTD Budget through March 1, 2018 b. Staff Report- Senior Place – Dani Bakken handed out highlights, challenges, goals and budget information. Lee asked about the trips. There were 8 offered in the winter with over 160 participants. Eric clarified there were some trips that had several participants such as the boat trip and the basketball game which is why the number of participants were up. Angie asked about the room rentals and how we get the word out. We advertise on our website, brochure, and when customers call for pavilion rentals the office staff recommend the SeniorPlace if they are looking for indoor facilities. Angie asked about position openings on the SeniorPlace Inc board. Dani stated we have 1 opening. c. MJ-Brooktree- North Straight River Parkway grand opening will be in June. We are also looking at a grant for a kayak launch for next year. d. Jesse – Busy getting the parks ready for spring. Ski trails are not being groomed anymore. Doing as much work on the 18th street trail as possible then the rest will go out for bid. Government buildings area: working on Velve Hall and finished the fitness room at the Police station. This spring/summer building 4 dugouts at Manthey. Getting equipment ready for spring/summer. Hiring seasonal positions. All golf course grounds crew are returning but only a few are returning for the parks division. \$3,100 was in the budget for the rip wrap and they spend \$7,400. Lee said the BGA should be paying \$4,000. e. Dani Bakken – Hiring a group lead for Therapeutic Recreation. f. Tim- Meeting with Soccer Association about the Naas property at a study session on Tuesday with the council. He is meeting with SEMCAC about the kitchen remodel. The diamond 2 backstop is complete. Adult softball meeting tonight to split up the teams. Softball association having a fundraiser on April 13 to help light the fairgrounds. g. Eric - Tennis remodel in the lobby - meeting with OTA. Waterpark Play Structure going to council tomorrow. Hiring for summer. 	<p>Corky reviewed</p> <p>Dani Bakken reported</p> <p>MJ reported</p> <p>Jesse reported</p> <p>Dani Bakken reported</p> <p>Tim reported</p>
Unfinished Business	<ul style="list-style-type: none"> a. Inclusive playground, Miracle Field - Washerboard tournament/Inclusive Playground Silent Auction event had a good turnout. Estimating \$15,000. Entry fees went to the scholarship fund. Raffles and Silent Auction item will go to the We All Play group. 7-9 businesses have been contacted and they are doing several presentations. They have applied for 4 grants and are waiting to hear back within the next month. b. National Park Service Grant- Meeting next week. Currently working on gathering information. 	<p>Tim reported</p> <p>MJ reported</p>

	<p>c. New Software – Went live in February. Things are going well. Lee asked about the software and customization. Eric confirmed we use their modules but we customize certain areas to fit our needs.</p> <p>d. 2019 Winter Wonderland event – meeting about every 2-3 weeks. Trying to get a formal committee formed by inviting several community groups and businesses. The goal is to make it into a bigger festival throughout a whole week. Lee asked about it conflicting with hockey tournaments and getting rooms at hotels. Corky said they are aware of it and are involving the Four Seasons to get schedules together. Jessica Abrahams is the Park and Recreation staff representative.</p>	<p>Eric reported</p> <p>Corky reported</p>
New Business	<p>a. United Way Volunteer Program-there is a web page out where you can create an account and sign up to volunteer for various areas/project/events. Angie was concerned about background checks for volunteers. Tim clarified that the agency that is seeking volunteers is responsible for collecting the background checks if needed.</p> <p>b. Sid Kenyon Tennis Court Project –the lower will have bocce ball, ping pong, bean bag boards, and a sunshade patio with grill. Tops courts will be done with tile. Should be done by June 15. Laura asked about 4 square being added area to be included.</p> <p>c. Interim Parks and Recreation Director- Troy Klecker is the interim and meeting with staff. Lee asked if he was continuing his role as Community Director. Corky confirmed he was.</p> <p>d. Board terms and elections – terms are up in April. Laura and Lee are up for renewal. They can go for 9 years (3 terms). Both are up for another term. Please let Corky know before the next meeting so they are prepared for April. Next month we will do the elections. Judd is up for his last year. He will step down from office for his last year if someone else wants to take on the role of president. There is a volunteer recognition banquet on April 3 for all board members and other volunteer positions. He encourages all to attend if possible.</p>	<p>Dani Bakken reported</p> <p>Jesse reported</p> <p>Corky reported</p> <p>Corky reported</p>
Board Questions/Comments	<p>Angie – Garbage cans at North Straight River Trail coming soon? Corky confirmed yes they will. Wants a follow up with the mural group as to where they are at in the process. Corky will check with Kris.</p> <p>Laura – none</p> <p>Lee- Recycling in the parks at Manthey and Springs again? Yes we will.</p> <p>Judd- Lights on North Straight River Trail looks nice.</p> <ul style="list-style-type: none"> - Parking lot discussion by North Straight River Trail on the North end by Cashman Park. Corky said they hoping to build a parking lot there. - Utilities are paying for LED lights at the tennis center 	
Adjournment	Adjourned at 5:50 PM	<p>Motion – Laura</p> <p>Second – Lee</p> <p>Approved</p>
Dates to Remember	<p>April 3- Volunteer Recognition Banquet</p> <p>April 10- BGA annual meeting</p> <p>April 12- SeniorPlace Inc Board Meeting</p> <p>April 13- Lights at the Fairgrounds Fundraiser</p> <p>April 20- Corky’s Retirement Party – Elks 5 pm</p>	

Next Meeting	April 16- Park shop – 4:30 PM	
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