

Meeting Minutes: Owatonna Park Board

Date: April 16, 2018

Location: Park Shop

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		Troy Klecker, Community Development Director	
Greg Louis		X		
Laura Dalland, Vice Chair	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): Minutes (unapproved): BGA -3/12/18, West Hills Commission -4/10/18 Park Permits: OHS Commencement June 3 Event Permits: Other:	
Call to Order	Meeting called to order at 4:30 p.m.	
Approval of Agenda		Motion – Angie Second – Lee Approved
Approval of Minutes	March 19, 2018	Motion – Lee Second – Laura Approved
Persons wishing to appear	None	
Park Permits	a. OHS Commencement- June 3	Motion – Laura Second – Angie Approved

<p>Staff Reports</p>	<p>a. 2017-2018 YTD Budget through April 1, 2018 Laura asked about the park maintenance line item – expenses are down and revenues are up. Jesse said it could have something to do with the school district billing and how they want to be paid with their fiscal year. Jesse clarified that they will be keeping better track of time spent on school district hours. Lee brought up the expenses of the park maintenance line and the administration line. Corky said we increased the budget by around \$30,000 due to how our staff time is recorded and the retiree’s payouts. Angie asked why youth recreation was down in 2017 in expenditures. Eric explained that some of that came from when Brad left and how his time was recorded. Eric also said the revenues vary based on participations. Lee would like to see more “footnotes” on the monthly financial report clarifying or explaining any unfinished financial transactions, (revenue or expenses) from the prior year’s (2017 in this case) numbers, such as FEMA payments, etc. That way we would have a clearer picture of why the budget numbers were not met or close.</p> <p>b. Staff Report- Parks Jesse handed out goals for 2018 and accomplishments for 2017. He has some volunteer projects going on with the boy scouts and girl scouts. They are also working with some associations and partners on several projects. Jesse also listed several projects for spring and summer. They are waiting for weather to improve to move forward with other projects. Lee asked about the goats we used a couple of years ago in Kriesel Park. Corky said they are boarder line on weather or not to use them again. Jesse will follow up with Chris Herzog. There is \$5000 in the budget to continue with the project in needed. Lee also asked about the archery range and allowing cross bows. Tim said they would need to follow up with the neighbors as well as get new targets. It is still part of the discussion that will be looked at later this spring. Allowing cross bows are a concern for a lot of people due to it being more powerful and dangerous. However it is more accurate and people will take less shots due to only using them to sight in their bows. Cross bows are expensive and only those who are invested will be practicing. It is about \$1600-\$1800 to purchase 6 more targets. Lee asked about the 18th street trail and the drop off area. Jesse said they will put retaining wall in that area.</p> <p>c. Tim - Soccer is postponed another week and then will be moved inside to the Four Seasons. We hope to make it outside the following week. The plan is to start adult softball the second week of May. The relight the park event made between \$3,300-\$4,000. Laura asked about getting the fields ready for the earlybird tournament. Fields are going to get used a lot and we will do our best to keep them up to par. Tim also state that school gyms are all being used for high school activities so they are not available for our use for soccer.</p> <p>d. Eric – Waterpark play feature is finalized. They plan to install it mid-June. Lights will be put in the tennis center in August when they are shut down for a week for maintenance. Lobby at the tennis center will be moving forward in June with their remodel. Judd got a letter from OTA</p>	<p>Corky reviewed</p> <p>Jesse reported</p> <p>Tim reported</p> <p>Eric reported</p>
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	<p>explaining the plan for the tennis area. Judd would like Eric to forward that to the letter to the park board</p> <p>e. MJ – MJ and Troy are working on an RFP for a master park plan. Over 100 membership sold in the first month. League numbers are about the same as last year. On-line t-shirts will be ready for summer. Youth on course program will be available this summer in the afternoons. June 6 – grand opening of North Straight River Trail. Angie would like to see a golf cart available to shuttle people from the shop to the trail as there are no parking signs at the beginning of the trail right now. Deer hunt will be back to the 5 bag limit.</p>	Corky reported for MJ
Unfinished Business	<p>a. Inclusive playground, Miracle Field - estimated about 300 people at the silent auction in March. Doing some grant writing as well as some presentations to local businesses. Laura wanted to know the next step. Tim said they will be sending out a letter to other businesses. Tim clarified that they really need 100% before breaking ground.</p> <p>b. 2019 Winter Wonderland event – Meeting on Wednesday with a lot of different groups to get some more connections for various activities. Jessica is the staff for Park and Rec.</p> <p>c. Board terms- Lee is committed to do another term. Laura would like to step down. Greg Posch is interested so the mayor and Troy will be contacting him. He is currently a Sr. Place Inc. Board Member.</p>	<p>Tim reported</p> <p>Corky reported</p>
New Business	<p>a. Mural updates – They are in the fundraising process. Steve DeLaitsch has agreed to do the painting.</p> <p>b. North Straight River Parkway Grand Opening- this will be held on June 6 at 6:00 PM</p> <p>c. Archery Range Grand opening event – May 12 from 10 am-2pm. Tim is putting the details together with a 4 H group and equipment from the High School.</p> <p>d. Earlybird volunteers – see attached workers sheet and help when available. Coordinate with Tim.</p> <p>e. Election of offices –this will be tabled until May as Pat and Greg will hopefully be here. Angie made a motion to table the election of officers until next meeting Lee 2nd</p> <p>f. Other</p>	<p>Corky reported</p> <p>Corky reported Tim reported</p> <p>Corky reported</p> <p>Motion-Angie 2nd- Lee Approved</p>
Board Questions/Comments	<p>Angie – none (if Greg was here she would have a list of things)</p> <p>Laura – none</p> <p>Lee- none</p> <p>Judd- Thank you Corky for 40 years of service. Dedication, Passion and Vision are the 3 words that come to mind. Thank you for everything.</p> <p>Karina- none</p> <p>Troy – will officially start his new role next week. He is meeting with staff as we speak. We are working towards a master park plan. Feel free to let him know your thoughts.</p> <p>Corky- thanked the board for your dedication to parks and recreation.</p>	
Adjournment	Adjourned at 5:35 PM	Motion – Laura Second – Karina Approved

Dates to Remember	April 20- Corky's Retirement Party – Elks 5 pm April 22- Earth Day Clean at Dartt's Park from 2-4 pm April 24- Summer Brochure release in the Owatonna People's Press April 26- Summer Registration begins May 3-6 Corky's Earlybird May 7- Senior Place Inc Meeting May 12- Archery Event	
Next Meeting	May 14- Council Chambers – 4:30 PM	