

### Meeting Minutes: Owatonna Park Board

**Date:** August 13, 2018

**Location:**

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Judd Dingmann	X		Nikki Callahan, Administrative Technician	
Lee Kostelecky, Secretary	X		Tim Truelson, Recreation Manager	
Nicholas Elsner	X		Troy Klecker, Community Development Director (Parks and Recreation Interim Director)	
Angie Malo, Chair	X		Jesse Wilker, Maintenance Manager	
Karina Garcia, Co-chair		X	Mary Jo Knutson, Recreation Supervisor	
Greg Louis	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): Minutes (unapproved): Park Permits: August 10- Hy-Vee Company picnic, Sept 29- Human Fooseball at Morehouse Park, Aug 18-Sept 8 Filming in Owatonna, Sept 21- St Mary's School Marathon Event Permits: August 24- Midnight Mile-OHS Cross Country. August 25- Movie at the Airport, August 26 Airport breakfast, Sept 8- Jacob's Run, Sept 15, American Showcase, September 15 North Bluff Block Party, Sept 22 Culture Fest and Parade, Oct 6 For a day Walk/Run	
Call to Order	Meeting called to order at 4:30 p.m.	
Approval of Agenda		Motion: Nicholas Second: Greg Approved
Approval of Minutes	June 11, 2018 July 9, 2018 (No Quorum)	Motion: Judd Second: Nicholas Approved
Persons wishing to appear		
Park Permits	<ul style="list-style-type: none"> <li>A. August 10- Hy-Vee Employee Picnic and Movie (past)</li> <li>B. September 21 – St. Mary's School Marathon</li> <li>C. September 29 – Humans fooseball</li> <li>D. August 18-Sept 8 – Filming in Owatonna</li> </ul> <p>Lee questioned why we approve permits if they go to council. The park permits do not go to council, only event permits. Staff recommends approval of permits before they go to Park Board.</p>	Motion: Judd Second: Greg Approved

	<p>Angie said the August 10 permit seemed to require a lot of work. Jesse confirmed they only had to hang a screen for a movie.</p>	
Staff Reports	<p>a. 2017-2018 YTD Budget through August 1, 2018          Personnel items are not included for July due to our new payroll system. The finance department will continue to work with it to get it all up to date.          Senior Place expenditures were up due to extended hours in the winter. They are making adjustments for the rest of the year to offset these expenditures.</p> <p>b. Troy Klecker- update on projects          They are working on preliminary budgets for 2019. The next step is to meet with Kris and Rhonda before presenting to council. We have an increase of personnel costs due to the union contract and the increase of insurance. These costs are increasing without adding addition employees.</p> <p>There is a building maintenance fund for the CIP this year. This will help with the government buildings area. With this extra fund, we will get more projects done. Angie asked about the procedure of bringing projects to council. She wanted to know if they give the dollar amount attached to the project and if the council would ever deny a project or dollar amount. Troy said they have more projects than dollars so they prioritize projects before bringing them to council.</p> <p>Council approved the golf cart lease. They will be here the week of August 27. 5 carts are going on MN Bid on Thursday.</p> <p>Masters Bar and Grill will not be doing the restaurant next year. Master's owners are trying to find someone else to sign for next summer.          Judd asked about selling liquor if the city has to run the restaurant. It would have to be a 3-2 liquor license if we took the sales back.</p>	<p>Troy reviewed</p> <p>Troy reported</p>
Unfinished Business	<p>a. Inclusive playground, Miracle Field – they had an information meeting today with volunteers. They will have another large group meeting at the end of August. They are putting together a marketing video.</p> <p>b. National Park Service Grant – Received the final draft and it was sent to 12 consultants. They have received 4 calls back wanting more information.</p> <p>c. Update on Nass Property- They are working on the design with ISG. Angie wanted to know the timeline of this project. They would like to start as early as this fall or the spring of 2019. The whole project is \$1.1 million. The first phase will be about ½ million dollars. Troy will meet with the design team and have a design in the next couple of months. They will have design ready before meeting with the neighbors. Owatonna Soccer Association is working hard to continue the fundraising for this project.</p> <p>d. 18<sup>th</sup> Street Trail Ribbon Cutting – We will have the Ribbon cutting on September 10 in conjunction with the next Park Board meeting. We will meet from 4:30-5:30 PM with a ribbon cutting to follow.</p>	<p>Tim reported</p> <p>Troy reported</p> <p>Troy reported</p> <p>MJ reported</p>



	<p>Manthey that will be moved out once the Miracle Field/playground is installed. Jesse confirmed that the current equipment at Manthey would go to Morehouse or Kohlmier. It will cost the city \$12,000 to purchase the other lot. Maintenance and up keep for this area would include lawn mowing (15 minutes a week). We would add a few trees and a fence for a total cost around \$20,000 for this initial process. The other option would be to turn it into a one lot park as we already own the lot.</p> <p>Judd would like to make a motion to purchase the second lot and move forward with the project. Second by Greg.</p> <p>Ayes all</p>	<p>Motion: Judd Second: Greg</p>
Board Questions/Comments	<p>Greg- none</p> <p>Judd—the scholarship committee met and have served 455 kids so far this year. Over \$13,000 has been given out. Judd wanted to know the status of the Lake Kohlmier project. Jesse said the construction will start in September on the retaining wall. The bikers need to watch the trail for speeding - Jesse will talk to Kyle about signage.</p> <p>Nicholas- Nicholas wanted to know the plans for Summer Park. Jesse said they are putting in a tree farm. (700 in the spring)</p> <p>Angie-none</p> <p>Lee- none</p>	
Adjournment	Adjourned at 5:55 pm	<p>Motion Greg Second Judd</p>
Next Meeting	September 10 – Kaplan’s Woods Pavilion – Ribbon cutting on the 18 <sup>th</sup> street trail to follow.	